

CITY OF FRANKLIN - SITE PERMIT(S) CHECKLIST

ALL ITEMS ON THIS CHECKLIST MUST BE INCLUDED TO APPLY FOR A SITE PERMIT:

STORMWATER/GRADING (SWG) or GRADING ONLY(GD) PERMIT:	
	<p>PERMIT APPLICATION – MUST BE COMPLETE</p> <ul style="list-style-type: none"> • Email to amanda.ray@franklintn.gov • PERMIT APPLICATION REQUIREMENTS: <ul style="list-style-type: none"> ○ Other Permits MUST be issued PRIOR to issuance of SWG or GD permit. Including ARAP, NPDES, ROW, Floodplain, etc. ○ Include copy of approved TDOT Highway Entrance Permit – if required ○ Offsite easements/agreements established PRIOR to issuance of permit. ○ Owner MUST sign permit prior to issuance of permit.
	<p>LTMP PACKAGE INCLUDING:</p> <ul style="list-style-type: none"> • ORIGINAL LTMP AGREEMENT Signed and Notarized by Owner <ul style="list-style-type: none"> ○ MUST BE FULLY FILLED OUT • APPROVED LTMP Documents (PRINTED 8.5"x11") <p>MUST BE SENT <u>TOGETHER</u> TO THE ENGINEERING OFFICE AT THE ADDRESS BELOW (MAY NOT BE REQUIRED FOR GRADING ONLY PERMIT)</p>

UTILITY PERMIT	*SUBMIT THESE ITEMS TOGETHER.
	<p>PERMIT APPLICATION – Must be complete</p> <ul style="list-style-type: none"> • Email to: amanda.ray@franklintn.gov
	<p>RIGHT OF ENTRY AFFIDAVIT – Signed and Notarized by Owner</p> <ul style="list-style-type: none"> • Must be submitted WITH permit application. • Email to: amanda.ray@franklintn.gov

FEES: TWO OPTIONS FOR PAYING FEES:	
OVER THE PHONE:	Call the BNS Dept (615-794-7012) and provide the COF # and list the fees you are paying and pay by Credit Card.
IN PERSON:	Complete the contact info on the project's <u>Fee Worksheet</u> and take to BNS Dept and pay by check or card.

PLEASE NOTE:

- WHERE NOTED ABOVE PERMIT DOCUMENTS CAN BE SCANNED AND EMAILED TO: amanda.ray@franklintn.gov
- ORIGINAL LTMP AGREEMENT & APPROVED LTMP DOCUMENTS MUST BE SUBMITTED TOGETHER TO:

Building & Neighborhood Services Dept – City of Franklin, TN
 Attn: Jeff Willoughby
 109 3rd Ave South, Suite 110
 Franklin, TN 37065



SITE PERMIT FEE WORKSHEET

PROJECT NAME:	COF #
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This worksheet must be included with any check that is sent in & Indicate which fees are being paid with the check.

FEE DESCRIPTION	AMOUNT	UNIT	RATE	TOTAL	PAID WITH CHECK?
STORMWATER/GRADING PERMIT FEE		EA	\$100		
GRADING ONLY PERMIT FEE		EA	\$100		
GRADING & DRAINAGE PLAN REVIEW		EA	\$600		
DRAINAGE INSPECTION: (Minimum \$1,000)	INCLUDES: STORM PIPE & DITCH WORK, \$1/LF DETENTION POND: \$1/100 CY				
ROADWAY INSPECTION (Minimum \$1,000)		LF	\$2.00		
EPSC INSPECTION FEE (Minimum \$1,000) *acres disturbed		AC	\$100		
BUFFER SIGNS		EA	\$26.50		
ELECTRONIC RECORDING FEE		EA	\$100		
NOC FEE (SWPPP FEE)	* May be paid with Permit Fees or separately.				
WATER PLAN REVIEW		EA	\$300		
WATER LINE INSPECTION FEE (Minimum \$1,000)		LF	\$1.25		
SEWER PLAN REVIEW		EA	\$300		
SEWER LINE INSPECTION FEE – GRAVITY (Minimum \$1,000)		LF	\$2.00		
SEWER LINE INSPECTION FEE – FORCE MAIN (Minimum \$1,000)		LF	\$1.50		
RECLAIM PLAN REVIEW		EA	\$300		
RECLAIM LINE INSPECTION FEE (Minimum \$1,000)		LF	\$2.00		
TOTAL FEES:					

PAYORS CONTACT INFO: THIS MUST BE COMPLETED AND THIS FORM MUST BE SUBMITTED WITH ANY MAILED CHECKS. MAIL OR DROP CHECKS OFF TO: CITY HALL - BUILDING & NEIGHBORHOOD SERVICES 109 3 RD AVE SOUTH, SUITE 110 FRANKLIN, TN 37065		MAKE CHECKS PAYABLE TO: CITY OF FRANKLIN
NAME:		
PHONE NUMBER:	EMAIL:	

OTHER WAYS TO PAY: Pay over the phone with a credit card by calling the BNS Dept at 615-794-7012. Please have this sheet ready to provide the COF # and fees for which you will be paying.
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QUESTIONS ABOUT THE FEES LISTED ON THIS FORM? Contact: Amanda Ray – 615-550-6669 or amanda.ray@franklintn.gov

CITY OF FRANKLIN STORMWATER MANAGEMENT & GRADING PERMIT (SWG)

STEP 1: COMPLETE PERMIT APPLICATION – INCOMPLETE PERMITS WILL NOT BE APPROVED.

SITE /PROJECT INFO:			COF #
PROPERTY SUBDIVISION/SECTION/REV/LOT #:			
STREET ADDRESS OR LOCATION:			
CONTROL MAP & PARCEL #:			
SIZE OF SITE (AC):	ACRES DISTURBED:	IMPERVIOUS SF:	
APPROX START & END DATE:		PLANS APPROVED:	

PERMITS & REQUIREMENTS:	CIRCLE ONE:	IF YES, PROVIDE PERMIT # AND DATE ISSUED	
NPDES PERMIT	NO YES →	PERMIT #	DATE ISSUED:
ARAP PERMIT	NO YES →	PERMIT #	DATE ISSUED:
WORK IN FLOODPLAIN	NO YES →	PERMIT #	DATE ISSUED:
TDOT ROW/HWY ENTRANCE	NO YES →	PERMIT #	DATE ISSUED:
OFFSITE WORK?	NO YES →	<i>*if yes, easements/agreements must be submitted to engineering</i>	
COF EASEMENTS?	NO YES →		

SITE OWNER OR DEVELOPER CERTIFICATION (Primary Permittee: person, company, or legal entity that has operational or design control over construction plans and specifications) (must be signed by president, vice-president or equivalent, or ranking elected official)			
<p>I certify under penalty of law that this document and all attachments were prepared by me, or under my direction or supervision. The submitted information is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. As specified in Tennessee Code Annotated Section 39-16-702(a)(4), this declaration is made under penalty of perjury. It is acknowledged that I shall be responsible for ensuring that all EPSC requirements as set forth in FMC Title 23 and the TN CGP are being followed onsite and that I am responsible for these requirements until a Notice of Termination is authorized by the City of Franklin or the City of Franklin authorizes a Notice of Transfer for 100% of the permit. I understand that these requirements will be inspected and enforced by the City of Franklin and failure to comply may result in the issuance of a "stop work order" and/or other penalties as specified in City of Franklin Municipal Code.</p>			
Owner or Developer Company name (Print or Type):			
Owner or Developer Name (Print or Type)		Signature	Date
Mailing Address:		City:	State: Zip:
Phone:		Email:	

TO BE COMPLETED BY STAFF:			
SWG PERMIT APP APPROVED BY:		DATE:	
SWG PERMIT #	COF CONTRACT #		
FEES PAID:	ASSIGNED INSPECTOR:		

***PERMIT APPROVAL EXPIRES 1 YEAR FROM DATE SIGNED UNLESS PERMIT IS ACTIVATED AT PRE-CON.**

STAFF NOTES:

SITE / PROJECT NAME: _____ SWG _____

STEP 2: PRE-CONSTRUCTION SITE INSPECTION. *MUST BE COMPLETE PRIOR TO PERMIT APPROVAL

THESE ITEMS MUST BE ON SITE FOR THE PRE-CONSTRUCTION MEETING & STAY ON SITE DURING CONSTRUCTION:	
NPDES Stormwater Pollution Prevention Plan (SWPPP) & NOC	City Stamped and Approved Grading Plans
Recorded Long-Term Maintenance Agreement, Plan & Form	Copy of other Issued Permits (if applicable)
OTHER: ARAP, Easements, TOT Permits, Etc. (as applicable)	

CONTRACTOR(S) CERTIFICATION (must be signed by president, vice-president or equivalent) (Secondary Permittee)

I certify under penalty of law that I have reviewed this document, any attachments, and the SWPPP referenced above. Based on my inquiry of the construction site owner/developer identified above and/or my inquiry of the person directly responsible for assembling this Stormwater Plan, Grading Plan, Long Term Maintenance Agreement and SWPPP, I believe the information submitted is accurate. I am aware that this Permit, if approved, makes the above-described construction activity subject to all provision of the Franklin Stormwater Management Ordinance and Franklin Municipal Code, and that certain of my activities on-site are thereby regulated. I agree to contact the City for a Pre-Construction meeting per FMC 23-106 prior to starting any work onsite and have reviewed all info listed on the instruction sheet regarding the PreCon.

Contractor Company name (Print or Type): _____

Contractor Representative (print/type): (V.P. level or higher):	Signature:	Date:
Mailing Address:	City:	State: Zip:
Phone:	Email:	

TDEC LEVEL 1 CERTIFIED INSPECTOR:	Name:
PHONE:	EMAIL: CERTIFICATION # & EXP DATE:

ADDITIONAL PERMIT AGREEMENTS:

Upon issuance of this Stormwater/Grading permit the Owner and/or Contractor are agreeing to and shall do the following:

- Twice Weekly Inspections by a TDEC Level 1 Certified Inspector – These inspection reports shall be kept on site in a box easily accessible to City Inspectors. This will be discussed during the pre-construction meeting.
- Any site that is inactive for a period of 1 year shall be administratively terminated. A new pre-construction meeting is required for work to resume.
- To terminate permit coverage PERMITTEE MUST contact the stormwater inspector to complete a Notice of Termination form and receive a list of punch list items that must be completed before termination.
- To transfer Contractor or Ownership contact, contractor or owner MUST contact the Stormwater Inspector and complete a Notice of Transfer form.

PRE-CONSTRUCTION CHECKLIST – COMPLETED BY INSPECTOR:

CONTRACTOR SHALL INSTALL THE FOLLOWING AS SHOWN ON THE APPROVED CONSTRUCTION PLANS. Schedule a Pre-Construction Site inspection with assigned City of Franklin Stormwater Inspector. These items will be inspected and checked off at the pre-construction meeting.

<input type="checkbox"/>	Silt Fence or other Sediment Barriers (These BMPs shall be installed properly along topographical contours downslope of the area to be disturbed prior to any grading, clearing and/or any other construction activity. Erosion and sediment control measures shall be designed to control the rainfall and runoff from the design storm indicted on SWPPP.)
<input type="checkbox"/>	Temporary Stone Construction Entrance: (100 FT Temporary stone construction entrance that conforms to the City of Franklin’s Stormwater Ordinance and Best Management Practice Manual within 24 hours of grading commencement or the permit will be revoked. The stone shall be 3 inch in diameter and shall be kept clean by adding stone as needed. It shall be at least 6 inches deep underlain with filter fabric and 20 feet wide.)
<input type="checkbox"/>	Inlet Protection (Where applicable, approved inlet protections for nearby storm sewer curb and drop inlets have been installed.)
<input type="checkbox"/>	Water Quality Buffer Signs (Where applicable, Water Quality Buffer Signs shall be installed as shown on the approved EPSC plans)
<input type="checkbox"/>	Tree Protection Fencing (Where applicable, tree protection fencing has been installed as shown on the approved construction drawings.)

TO BE SIGNED AT PRE-CON:	DATE OF PRE-CON:
CITY INSPECTOR’S SIGNATURE:	
CONTRACTOR’S SIGNATURE*:	

*By signing this permit, you acknowledge and agree to follow all rules and requirements listed on this permit as well as any additional requirements added under the notes section on page 1 of the permit at the time of issuance or during the pre-construction meeting.

Instructions for the Stormwater & Grading (SWG) Permit & Documents

PURPOSE OF STORMWATER & GRADING PERMIT & LONG TERM MAINTENANCE PLAN & AGREEMENT:

A Completed Stormwater and Grading (SWG) Permit must be submitted to obtain coverage based on Title 23 of City of Franklin Municipal Code for discharges of Stormwater Associated with Construction Activity (permit). Requesting coverage under this permit means that an applicant has obtained and examined a copy of this permit and City of Franklin Municipal Code, and thereby acknowledges applicant's claim of ability to be in compliance with permit terms and conditions. This permit is required for stormwater discharge(s) from construction activities including clearing, grading, filling and excavating (including borrow pits) of one or more acres of land.

WHO MUST SUBMIT THE STORMWATER & GRADING (SWG) PERMIT & DOCUMENTS

All new development and redevelopment under the jurisdiction of Franklin Municipal Code, Title 23 shall be required to obtain a Stormwater Management and/or Grading Permit. All Operators must submit a Stormwater & Grading Permit. "Operator" for the purpose of this permit and in the context of stormwater associated with construction activity means any person associated with a construction project who meets either or both of the following two criteria: (1) The person has operational or design control over construction plans and specifications, including the ability to make modifications to those plans and specifications. This person is typically the owner or developer of the project or a portion of the project (e.g. subsequent builder), or the person that is the current land owner of the construction site. This person is considered the primary permittee; or (2) The person has day-to-day operational control of those activities at a project which are necessary to ensure compliance with SWPPP for the site or other permit conditions. This person is typically a contractor or a commercial builder who is hired by the primary permittee, and is considered a secondary permittee.

COMPLETING THIS FORM, STEPS FOR PERMITTING & CONSTRUCTION

Incomplete permits will not be accepted.

- Step 1: Complete Applications & Submit all documents to Engineering, Submit Fees to BNS Dept.
 - Inc: Permit & Long Term Maintenance Agreement (LTMA) (**ORIGINAL**) WITH Approved Long Term Maintenance Plan (LTMP) Documents (printed 8.5" X 11")
 - Engineering will record LTMA & LTMP and Approve permits
 - Contractor can begin installing EPSC, Construction Entrance, Tree Protection, etc (items listed on pg 2 of the Stormwater/Grading Permit) **DO NOT START ANY GRADE WORK YET!**
- STEP 2: Stormwater/Grading permit is **APPROVED**.
 - Applicant will NOTIFIED OF APPROVAL and emailed a copy of recorded LTMP. The assigned SW Inspector will be copied on the email, so you have their contact info.
 - Applicant can now apply for any Demo or Building permits needed. **DO NOT START ANY GRADE WORK YET!**
- STEP 3: Contractor shall finish installing EPSC, Construction Entrance, Tree Protection, etc (items listed on pg 2 of the SWG Permit)
- STEP 4: Contractor will work with inspector to set time for Pre-Con/Stormwater Inspection.
- STEP 5: Inspector will conduct inspection and at conclusion of Pre-Con Contractor and Inspector will sign the permit(s).
 - The Stormwater/Grading permit is now **ACTIVE** and grading work may begin on site.
 - Contractor **MUST** print the signed permit and put on site ASAP.

DESCRIBE AND LOCATE THE PROJECT

Use the legal or official name of the construction site. If a construction site lacks street name or route number, give the most accurate geographic information available to describe the location (reference to adjacent highways, roads and structures; e.g. intersection of state highways 70 and 100). Latitude and longitude (expressed in decimal degrees) of the center of the site can be located on USGS quadrangle maps. The quadrangle maps can be obtained at the USGS World Wide Web site: <http://www.usgs.gov/>; latitude and longitude information can be found at numerous other web sites. Provide estimated starting date of clearing activities and completion date of the project, and an estimated of the number of acres of the site on which soil will be disturbed, including borrow areas, fill areas, stockpiles and the total acres. For linear projects, give locations at each end of the construction area.

ARAP PERMIT MAY BE REQUIRED

If your work will disturb or cause alteration of a stream or wetland, you must obtain an appropriate Aquatic Resource Alteration Permit (ARAP). If you have a question about the ARAP program or permits, contact your local TDEC Environmental Field Office (EFO)

LONG TERM MAINTENANCE PLAN & AGREEMENT (LTMP & LTMA)

All projects that involve the construction of structural and non-structural permanent stormwater management practices (BMP's) require a detailed narrative explanation (Plan) including how and by whom these practices will be maintained and inspected as well as a notarized INSPECTION AND MAINTENANCE AGREEMENT OF PRIVATE STORMWATER MANAGEMENT FACILITIES (Agreement) and a Stormwater Management Plan showing the locations of all BMP's on the site. These documents shall be reviewed and approved, signed and notarized by the City Stormwater Coordinator then recorded together at the Williamson County Register of Deeds office. If your project involves post construction stormwater quality units or an oil/grit/water separator you are required to have at least a 2 year inspection and maintenance agreement with some company. This two (2) year agreement must begin at the time of installation of the device and go for 2 years. (at least 2 complete cycles of inspection and maintenance over a two year time frame). Submit a copy of this agreement with your Long Term Maintenance Plan.

All parts on PG 1 of the agreement MUST be completed along with the signatory and notary on page 2 by the Owner. Incomplete submittals will not be recorded. City will fill in Contract # & Permit # after agreement is received- all else shall be completed by "Owner".

TDEC LEVEL 1 INSPECTOR – TWICE WEEKLY INSPECTIONS

TDEC Level 1 Certified Inspector is an inspector hired by the Owner to inspect the site twice weekly. Records shall be kept on site.

CITY OF FRANKLIN - UTILITY PERMIT

SITE /PROJECT INFO:	PLANS APPROVED:	COF #
PROPERTY SUBDIVISION/SEC/REV/LOT #:		
STREET ADDRESS OR LOCATION:		
CONTROL MAP & PARCEL #:	WATER DISTRICT:	

PERMIT REQUIREMENTS:						
INSPECTION TYPES:	Modify System	New System	TYPE OF UTILITIES:	WATER	SEWER	RECLAIM
AVAILABILITY	DATE:		SFUES:	METER SZ:		
SWG PERMIT ISSUED:	DATE:		PERMIT #			
OFFSITE WORK?	NO	YES →	<i>*if yes, easements/agreements must be submitted to engineering</i>			
COF EASEMENTS?	NO	YES →				

SITE OWNER OR DEVELOPER CERTIFICATION (Primary Permittee: person, company, or legal entity that has operational or design control over construction plans and specifications) (must be signed by president, vice-president or equivalent, or ranking elected official)			
<p>I certify under penalty of law that this document and all attachments were prepared by me, or under my direction or supervision. The submitted information is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. As specified in Tennessee Code Annotated Section 39-16-702(a)(4), this declaration is made under penalty of perjury. It is acknowledged that I shall be responsible for ensuring that all EPSC requirements as set forth in FMC Title 23 and the TN CGP are being followed onsite and that I am responsible for these requirements until a Notice of Termination is authorized by the City of Franklin or the City of Franklin authorizes a Notice of Transfer for 100% of the permit. I understand that these requirements will be inspected and enforced by the City of Franklin and failure to comply may result in the issuance of a "stop work order" and/or other penalties as specified in City of Franklin Municipal Code.</p>			
Owner or Developer Company name (Print or Type):			
Owner or Developer Name (Print or Type)	Signature	Date	
Mailing Address:	City:	State:	Zip:
Phone:	Email:		

TO BE COMPLETED BY STAFF:

PERMIT APP APPROVED BY:		DATE:
UTILITY PERMIT #	FEES PAID:	

***PERMIT APPROVAL EXPIRES ONE YEAR FROM DATE SIGNED UNLESS PERMIT IS ACTIVATED AT PRE-CON. CALL WATER DEPT TO SCHEDULE PRE-CON (615-794-4554). NO WORK ALLOWED UNTIL SIGNED BY INSPECTOR**

PRE-CON COMPLETED BY:		DATE:
CONTRACTOR:		

STAFF NOTES:	

CITY OF FRANKLIN, TENNESSEE - RIGHT OF ENTRY

PROJECT NAME _____ **COF #** _____

This agreement, entered into this ___ day of _____, 20__ by and between the **CITY OF FRANKLIN, TENNESSEE**, hereinafter called the "City", and, _____, hereinafter called the "Owner", whether one or more.

The *Owner* hereby grants unto the *City* the right to enter upon the following described property located in Franklin, Williamson County, Tennessee;

PROPERTY OWNER: _____

PROPERTY ADDRESS: _____

TAX MAP: _____

PARCEL: _____

said right to entry to the property for the purpose of inspecting, operating and maintaining *City* Water, Sanitary Sewer and Reclaimed Water Infrastructure.

1. The *Owner* agrees to permit the *City and its* Contractor(s) to go upon the described premises as necessary in order to inspect, operating and maintaining *City* Water, Sanitary Sewer and Reclaimed Water Infrastructure.
2. The Right of Entry herein granted shall terminate upon the dedication of all Right-of-Way and easements necessary to inspect, operate and maintain *City* Water, Sanitary Sewer and Reclaimed Water infrastructure. All Right-of-Way and easements shall be recorded at the Williamson County Register of Deeds.
3. It is further understood that no claim for damages for wrongful entry or for trespass shall be made by the *Owner* against the *City* or its Contractor(s)

The *Owner* hereby covenant with said City of Franklin, Tennessee, that I/We are lawfully seized and possessed of said land in fee simple and have a good right to make this conveyance.

WITNESS my hand this _____ day of _____, 20__

OWNERS NAME

STATE OF _____

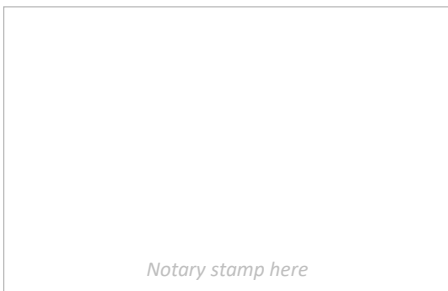
COUNTY OF _____

Personally appeared before me, the undersigned, a Notary Public of said State and County, the within named _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledge himself to be the within named bargainor, and that he executed the foregoing instrument for the purposes therein contained.

WITNESS my hand and seal this _____ day of _____, 20__.

NOTARY PUBLIC

My Commission Expires: _____



Instructions for the Utility Permit & Right of Entry Affidavit

PURPOSE OF UTILITY PERMIT & RIGHT OF ENTRY AFFIDAVIT:

A Completed Utility Permit must be submitted to obtain coverage to construct water, sewer or reclaim water main line extensions. The Right of Entry Affidavit grants the City of Franklin (City) right to entry to the property for the purpose of inspecting, operating & maintaining City Water, Sanitary Sewer & Reclaim Water.

COMPLETING THIS FORM

Type or print clearly, using ink and not markers or pencil. Answer each item or enter "NA," for not applicable, if a particular item does not fit the circumstances or characteristics of your construction site or activity. If you need additional space, attach a separate piece of paper to the Utility Permit. The Utility Permit will be considered incomplete without the items listed in Step 1.

DESCRIBE AND LOCATE THE PROJECT

Use the legal or official name of the construction site. If a construction site lacks street name or route number, give the most accurate geographic information available to describe the location (reference to adjacent highways, roads and structures; e.g. intersection of state highways 70 and 100). Latitude and longitude (expressed in decimal degrees) of the center of the site can be located on USGS quadrangle maps which can be obtained at the USGS World Wide Web site: <http://www.usgs.gov/>; or at numerous other web sites. For linear projects, give locations at each end of the construction area.

RIGHT OF ENTRY AFFIDAVIT

Right of Entry Affidavit must be completed, signed and notarized by the Owner of the property. If there are multiple properties that the work shall pass through there must be a ROE form completed by each owner.

UTILITY INSTALLATION PROCESS

1. Utility Permit APPROVED by Engineering. This requires:

- Completed Permit Application,
- Completed Right of Entry Affidavit,
- Fee Paid to BNS Dept
- Approved, Stamped Plans
- Active Grading Only or Stormwater/Grading Permit (If disturbing 10,000^{sq}ft or more)
- Issued Availability

2. Contractor shall call for Utility locates (COF Water Dept)

3. Call Water Dept. (615-794-4554) for Pre-Construction Meeting no less than 72 hours prior to expected date of construction. Water Dept. will return call to schedule a pre-con.

4. Utility Pre-Construction Meeting takes place. Contractor & Inspector sign permit and each keep a copy. Following items must be present on site during meeting:

- Approved, stamped plans,
- Availability Letter,
- State Approval letter (included with Approved Plans at time of approval)
- cut sheets, materials submittals, shop drawings, bypass pumping plan (if applicable)

5. Contractor must call for inspections at the following times:

- Installation of utility prior to backfill (water, sewer and reclaim).
- All sewer connections to existing structures.
- tapping sleeve installation
- testing, filling water lines, testing phase of water, sewer and reclaim
- final Inspection for release of use → This requires contractor to be on site for walk thru.

6. Call for Inspections & Bond Release. The following items must have been completed:

- Turn in As-built (Mylar copies) for approval: CAD, PDF and 2 Paper copies.
- Copies of all COMPLETED testing forms for bacteria results of NEW water/reclaim water main lines.
- Utility connections and repair line bacteria samples are complete.
- Punch list items complete

Noted, no residential building permits until job completion Commercial permits can be attained prior to accepted use, Mark has discussed not allowing commercial permits until utilities are complete, but no for sure answer.

AVAILABILITY

Availability requests must be completed and submitted to the Water Dept. Follow directions included in the request application.

[City of Franklin - Availability Request](#) and submit to: availability@franklintn.gov

WATER & SEWER CONNECTIONS (MAIN LINE AND SERVICE)

Water Dept MUST be scheduled 1 week