



Town of Kingston Springs  
 Building and Codes Department  
 PO Box 256  
 396 Spring Street  
 Kingston Springs, TN 37082  
 615-952-2110

Applications will be processed in the order received and will be completed as soon as possible once all required submissions are provided by the applicant.

### Grading and Excavating Permit Application

Property Owner Name:			
Project Address:			
Phone Number:			
Email:			
Map/Parcel # (leave blank if not known):			
Approximate Area to be Disturbed:	<input type="checkbox"/> < 1 Acre	<input type="checkbox"/> > 1 but < 2 Acres	<input type="checkbox"/> > 2 Acres

<b>INTERNAL USE ONLY</b>
Permit #:
Expiration Date:

**GRADING PLAN IS REQUIRED**

<b>Type of Property:</b>	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> Other
Owners Name:	Owners Phone:		
Owners Address:	City:	State:	Zip:
E-mail:			

<b>Contractor Information</b>			
Company:	Contact Person:		
Address:	City:	State:	Zip:
Phone:	State of TN License #:		
Cell:	Cheatham County Business License #:		
Email Address:	<b>NOTE: Include Copies of Licenses with Application</b>		

**Scope of Work: GRADING PLAN IS REQUIRED WITH APPLICATION SUBMISSION**

The information submitted in this Project Application may be used by the Town of Kingston Springs and/or any of its contractors or consultants. By signing below you certify that you are the owner of record of the named property, or that the proposed work has been authorized by the owner of record and that you have been authorized by the owner to make this application as his/her/their authorized agent. You agree to conform to all applicable laws, statutes, ordinances, and codes of this jurisdiction, including those adopted by reference. If the Town issues a permit for the work described in this Project Application, you certify that the Towns Code Enforcement Official or the Code Enforcement Official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the laws, statutes, ordinances, and codes applicable to such permit. I certify that the information and exhibits herewith are true and correct.

Property Owner       Contractor

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



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Grading, Drainage, and Erosion Control Plan Prepared by:

\_\_\_\_\_

I, \_\_\_\_\_, hereby certify that I fully understand the provisions and requirements of the Town of Kingston Springs Excavation and Grading Code (Ordinance #85-007, October 1985, as amended by Ordinance #88-008, August 1988 modified), and the Town of Kingston Springs Stormwater Management Regulations (Ordinance #93-007), and that I accept full responsibility for implementation of the grading, drainage, and erosion control plan for the above referenced development as approved by the Kingston Springs City Planner. I further grant the right-of-entry onto the subject property, as described above, to designated personnel of the Town of Kingston Springs for the purpose of inspecting and monitoring for compliance with the aforesaid Ordinances.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Date

Agreement In Lieu of a Grading, Drainage, and Erosion Control Plan for Either Minor Excavation or Fill, or Maintenance Grading

In lieu of submission of a grading, drainage, and erosion control plan for the minor grading or filling activity herein described, I agree to abide by the requirements and criteria set forth in Section 3.4.3 or Section 3.4.5 of The Town of Kingston Springs Stormwater Management Regulations (Ordinance # 93-007) as appropriate. I understand that failure to comply with any of the applicable criteria constitutes a violation of said ordinance. I further agree that all areas on the subject property laid bare by filling or grading shall be stabilized with permanent vegetative cover within 15 calendar days of completion of final grading.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

The work herein described shall be completed by: \_\_\_\_\_



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## REVIEW and INSPECTION PASS-THRU CHARGES

Per Section 20-301 of the Kingston Springs, Tennessee Municipal Code the town has the authority to pass-thru charges incurred by Town staff or consultants related to project review or inspection that may be required on a per project basis:

Ordinance 04-009. Section 20-301. Oversight and Project Site Inspection Charges.

1. All owners, developers and applicants, individually or by their authorized agents, employees or servants, seeking municipal approval for any proposed development/improvement of land by: subdivision, planned unit development, site plan, special exceptions approved by the board of zoning appeals, use changes, landscape plans, sketch plats, preliminary plats, final plats, construction plans, grading plans, roadway plans, drainage plans, wastewater facility plans, matters requiring the establishment of performance bonding, dedication of easements and facilities/structures associated with any of the foregoing, shall be responsible for the reimbursement to the Town of Kingston Springs for all actual review charges including, but not limited to, engineering review, engineering oversight and project site inspection charges/fees for services incurred by said town by virtue of, and as relate to the foregoing, by the town's designated consulting engineer and/or his appointed designee, City Attorney or any other designated consultant rendering services ancillary to the foregoing for and on behalf of the municipality.
2. All actual charges to be reimbursed to the municipality shall be paid within fifteen (15) days from the date of billing by the municipality. In the event said reimbursed charges are not paid, timely, any permit or approval before given or issued shall become void and default may be declared upon any performance bonding posted with the Town of Kingston Springs.
3. Notwithstanding all of the foregoing, certain charges shall be paid at the time of submittal or time of application is made to the town or its planning commission as a base minimum, all of which is set forth on Appendix "A" of the Municipal Code hereto and of which is incorporated by reference herein.
4. This ordinance is not deemed to be a tax but is to offset actual incurred expenses of the municipality for an owner, developer and applicant seeking development of land and improvement of lands within the municipality. (Ord. #95-001, April 1995, as replaced by Ord. #04-009, Sept. 2004)

I have read Section 20-301 of Ordinance 04-009 and understand that I am responsible for all review and inspection fees to be reimbursed to the Town of Kingston Springs.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY**

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**APPLICANT DO NOT WRITE BELOW THIS LINE**

**ZONING COMPLIANCE / PLANNING AND ZONING REVIEW AND COMMENTS:**

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**Approved/Rejected:**

Zoning/Land Use: \_\_\_\_\_ Date: \_\_\_\_\_

Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*DOUBLE PERMIT FEES WILL BE CHARGED FOR WORK STARTED PRIOR TO OBTAINING PERMITS\*\***

**Permit Fees:**

Retaining Wall > 4 feet	\$75.00	(32690)
Grading and Excavating < 1 acre:	\$75.00	(32690)
Grading and Excavating > 1 acre but < 2 acres:	\$100.00	(32690)
Grading and Excavating > 2 acres (plus review costs*):	\$100.00	(32690)

*\* Grading and Excavating over 2 acres is also subject to City Planner Review Costs.*

Pass-Thru Charges (if applicable): \$ \_\_\_\_\_ (13270)

Pass-Thru Reason: \_\_\_\_\_

**TOTAL PERMIT FEE:** \_\_\_\_\_

Date Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Receipt Number: \_\_\_\_\_