



## **Appendix A**

# **Stormwater Engineering Division Forms**

### Application Forms

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<b>A.</b>	<b>Site Development Permit Application</b>	A-2
<b>B.</b>	<b>Property Owner Acknowledgement Form</b>	A-3 to A-4
<b>C.</b>	<b>Fee Computation Worksheet</b>	A-5
<b>D.</b>	<b>CPMSF Information Worksheet</b>	A-6

### Checklists

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<b>E1.</b>	<b>Site Development Review Checklist</b>	A-7 to A-9
<b>E2.</b>	<b>Site Development Submittal Review Checklist</b>	A-9.1
<b>F.</b>	<b>Plat Review Checklist</b>	A-10 to A-13
<b>G.</b>	<b>Site Inspection Checklist</b>	A-14 to A-15
<b>H.</b>	<b>Development Certification Checklist</b>	A-16 to A-17

### Permits (to be filled out by the Engineering Plans Reviewer)

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<b>I.</b>	<b>Construction ROW Permit *</b>	A-18
<b>J.</b>	<b>Floodplain Development Permit *</b>	A-19
<b>K.</b>	<b>Site Development Permit *</b>	A-20

### Miscellaneous Forms

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<b>L.</b>	<b>Notice of Violation (NOV) Form **</b>	(1 page)
<b>M1.</b>	<b>Special Pollution Abatement Permit ***</b>	(3 pages, BMP Manual)
<b>M2.</b>	<b>SPAP for Restaurant, Grocery Store or Food Handling Facilities***</b>	(2 pages)
<b>M3</b>	<b>SPAP for Vehicle and Equipment Facilities***</b>	(2 pages)
<b>M4</b>	<b>SPAP for Vehicle Wash Facilities***</b>	(2 pages)
<b>M5</b>	<b>SPAP for Large Parking Lot Facilities***</b>	(2 pages)
<b>N.</b>	<b>FEMA Elevation Certificate &amp; Instructions ****</b>	(11 pages, US gov't form)

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\* Actual permits are filled out by the Engineering Department on original forms (in quadruplicate).

\*\* NOV form is issued upon cause by the Engineering Department on original form in quadruplicate. The actual form is a half sheet of paper (5.5" by 8.5") with writing on the front and back.

\*\*\* See Knoxville BMP Manual (Chapter 7) for instructions and required information for the **Special Pollution Abatement Permit**. Knoxville BMP Manual contains guidance on preparing Erosion and Sediment Control Plan (Chapter 5) and Stormwater Pollution Prevention Plan (Chapter 6).

\*\*\*\* The floodplain development permit, issued as part of a site development permit or a building permit, ensures that contractor & developer will comply with FEMA regulations/guidelines. An additional form, **FEMA Elevation Certificate & Instructions**, must be submitted after construction is completed. The form can also be downloaded from the FEMA website.