



REVISED: May 21, 2007

FEE: _____

Plan No. _____

Date Received. _____

**TOWN OF FORT MILL (TFM), SOUTH CAROLINA
STORMWATER MANAGEMENT/SEDIMENT CONTROL PLAN
LAND DISTURBANCE PERMIT (TYPE I) APPLICATION FORM
USE THIS FORM FOR PLANS DISTURBING LESS THAN TWO (2) ACRES**

ALL SUBMITTED APPLICATIONS MUST HAVE ORIGINAL SIGNATURES AND (3) SETS OF SITE PLANS STAPLED AND FOLDED IN SETS.

Submission of this application constitutes notice that the party identified in Item 2 of this form intends to be authorized by a NPDES permit for storm water discharges associated with construction activity in the Town of Fort Mill, State of South Carolina. Becoming a permittee obligates such discharger to comply with the terms and conditions of the permit. This Application must be submitted along with the Instruction Checklist completed (page 3 of this form). Please reference the Checklist (page 2) for instructions on completing this application. All Plan Submittals submitted after 2:00 P.M. will be logged in for the following business day. Upon approval of plan by the TFM, a copy of this NOI application form, along with a separate non-refundable \$125 check made payable to SCDHEC will be forwarded for SCDHEC review. This \$125 fee is in addition to any review fees as set by the Town Council. Once all required items are received the permit will be processed (first by the Town and then by SCDHEC) and the applicant will be mailed a Permit, if approved.

Today's Date: _____ Tax Map No. _____

1. Facility or project name: _____
County: _____ City/Town: _____
Location, Street or Road (also show on plans): _____

2. Property owner of record: _____ Email Address: _____
Street Address: _____ City: _____ State: _____ Zip: _____
Phone No. (Day): _____ Ext.: _____ Mobile/Night No.: _____ Fax No.: _____

3. Name of Engineer or contact person: _____ Email Address: _____
Street Address: _____ City: _____ State: _____ Zip: _____
Phone No. (Day): _____ Ext. _____ Mobile/Night No. _____ Fax No. _____

4. Grading Contractor Name: _____ Email Address: _____
Street Address: _____ City: _____ State: _____ Zip: _____
Phone No. (Day): _____ Ext. _____ Mobile/Night No. _____ Fax No. _____

5. Property Size, Total (acres): _____ Surface Area Disturbed (acres): _____

6. Nearest receiving water body/distance to: _____
Are there any freshwater wetlands on the property? _____
If yes, have the wetlands been delineated? _____

7. Start Date: _____ Completion Date: _____

8. Narrative description of the nature of construction activity? _____

9. Description of Structural/Nonstructural Controls to Be Used (Also Show On Plans): _____

10. I hereby certify that all Land Disturbing Construction and Associated Activity pertaining to the site shall be accomplished pursuant to and in keeping with the terms and conditions of the approved plans. I also certify that a responsible person will be assigned to the project for day-to-day control.

SIGNATURE (owner/person financially responsible)

PRINTED NAME

DATE

11. I hereby grant authorization to DHEC and/or The Local Implementing Agency the right of access to the site at all times for the purpose of on-site inspections during the course of construction and to perform maintenance inspections following the completion of the Land Disturbing Activity.

SIGNATURE (owner/person financially responsible)

PRINTED NAME

DATE

REPORT OF PLAN REVIEW (Internal use only)

The Stormwater Management & Sediment Control Simplified Plan submitted for said project has been reviewed and meets the requirements of the Town of Fort Mill Stormwater Management Ordinance No. 2007 - 05 and S.C. Regulation No. 72-300.

Copies: _____ **Notes:** _____ **Files:** _____
__ Codes __ Plan. __ Subdiv. __ Pond __ Perm __ Insp. _____
__ Engineer __ R&B __ As-Built __ Tract __ Temp __ No Site **PLAN REVIEWER/DATE**

Town of Fort Mill Type I Land Disturbance Permit Fee Schedule

Please print or type. Do not send payment in window envelope. DO NOT MAIL CASH. This schedule should be attached to the Land Disturbance Permit Form. The Director will notify the Project Owner/Operator if the submitted check payment cannot be processed. The review clock will start when acceptable payment is received.

- 1. Total Required Fees** \$ _____.00
Fees have been set by Town Council. Refer to Town's Fee Schedule for Land Disturbance Activities disturbing less than 2 acres.

Payment by Check:

If paying by check, fill out information and attach check below. Make sure check is signed and is not past its presentment date. Make sure the check is for the entire amount of required fees.

STAPLE CHECK HERE

Make check payable to: Town of Fort Mill

For official use only: Invoice Number _____ -

INSTRUCTIONS FOR COMPLETING FORM
LAND DISTURBING ACTIVITIES IN THE TOWN OF FORT MILL, SC
TYPE 1 FORM (REV. April 13, 2007)

Who must file an application form for disturbing less than 2 acres?

Any public (federal, state, local) private, industrial, commercial and/or residential subdivision project that will be engaging in any land disturbing activity that disturbs less than two acres must file an application form and 3 sets of site plans stapled and folded in sets to obtain a grading permit. If the plan disturbs 2 acres or greater, it will require the services of a professional, the plans must be submitted using a Type II Permit form. If this parcel is part of a larger common plan, but this small part requires engineering design, submit on a Type II Permit form. This form is for simple erosion control measures only.

Where to file:

Town of Fort Mill Stormwater Management
Attn: Stormwater Manager
Town of Fort Mill
P.O. Box 159
Fort Mill, SC 29715

Completing the Application: YOU MUST TYPE OR PRINT, IN THE APPROPRIATE AREAS ONLY!

- 1) Enter the name of the project or facility where the land disturbing activity will be taking place. List the county and name of the city/town if applicable. Enter the location of the activity and the tax map number of the tract of land.
- 2) Enter the name, complete address, phone and fax numbers.
- 3) Enter the name, complete address, phone and fax numbers.
- 4) Enter the name, complete address, phone and fax numbers.
- 5) Enter the total area of the project in acres. Enter the total area that will be disturbed, in acres.
- 6) Enter the name of the waterbodies. Enter yes or no.
- 7) List the anticipated start and completion dates for the project.
- 8) List narrative description of the nature of construction activity.
- 9) List description of structural/nonstructural controls to be used. **Also show on plans.**
- 10) Read the certification. Have appropriate person(s) sign and date the certification.
- 11) Read the certification. Have appropriate person(s) sign and date the certification.
- 12) **SUBMIT ONLY – ORIGINAL SIGNATURE FORMS**

Report of Plan Review is for internal use only by plan reviewer.

**FORT MILL, SC
STORMWATER MANAGEMENT/SEDIMENT CONTROL SIMPLIFIED CHECKLIST
FOR DISTURBING LESS THAN 2 ACRES**

The applicant must include in the submittal package the following information (on the plan or in the narrative):

- _____ Application form (less than 2 acres) with all sections completely filled out and signed by appropriate person(s) **ORIGINAL SIGNATURES** and **three (3) site plans stapled and folded in sets** showing location of property. **(Plan size not exceed 24" x 36")**
- _____ A narrative description of the stormwater management and sediment control to be used during land disturbing activities.
- _____ A general description of topographic and soil conditions of the developing site.
- _____ A general description of adjacent property and a description of existing structures, buildings, and other fixed improvements located on surrounding properties.
- _____ A sketched plan (engineer's, Tier B surveyor's or landscape architect's seal **not** required) to accompany the narrative which shall contain:
 - _____ A site location drawing of the proposed project, indicating the location of the proposed project in relation to the nearest receiving water bodies, roadways, and jurisdictional boundaries.
 - _____ The boundary lines of the site on which the work is to be performed.
- _____ All areas within the site which will be included in the land disturbing activities shall be identified and the total disturbed area and volume calculated.
- _____ A topographic map of the site on which the work is to be performed.
- _____ An anticipated starting and completion date of the various stages of land disturbing activities and the expected date the final stabilization will be completed.
- _____ The location and details of temporary and permanent vegetative and structural stormwater management and sediment control measures.
- _____ All stormwater management and sediment control plans shall contain certification by the person responsible for the land disturbing activity that the land disturbing activity will be accomplished pursuant to the plan.
- _____ All stormwater management and sediment control plans shall contain certification by the person responsible for the land disturbing activity of the right of DHEC and/or the implementing agency to conduct on-site inspections.
- _____ Operations and maintenance plan.
- _____ Plans shall contain a note that all work on State or County right-of-way requires an encroachment permit from the appropriate agency. This office requires a copy of the permit application to verify that the proper authorities have been notified.
- _____ Easements are shown for all locations where stormwater passes through the site in concentrated form. A note recommending an easement from the adjacent property owner is shown where detained water leaves the site in concentrated form. (Exception: Discharge to a government maintained road by permit from the appropriate agency.)