

OFFICE USE ONLY

Received By: _____
Hwy Dept. Final Approval: _____
Existing Drive: _____
Called for Pick Up: _____

**SUMNER COUNTY
RESIDENTIAL
LAND DISTURBANCE PERMIT**

Land Disturbance permit is required by TDEC for all nonexempt land disturbance activities.

ALL PERMITS MUST BE POSTED ON SITE.

SUBDIVISION NAME _____ Lot # _____

CONSTRUCTION ADDRESS _____ CITY _____

PROJECT TYPE: **(circle one)** HOUSE BARN GARAGE OTHER _____

PROPERTY OWNER _____ CELL# _____ EMAIL _____

LOT SIZE _____ **ROAD FRONTAGE** _____ **TAX MAP #** _____ **GROUP** _____ **PARCEL** _____

CONTRACTOR _____ CELL# _____ EMAIL _____

*WHO TO CALL WHEN PERMIT IS READY _____ CELL# _____

DOES THIS DISCHARGE INTO HIGH QUALITY WATERS? (This is stated on the NPDES Permit)

YES _____ NO _____ NAME OF RECEIVING WATERS (Also on NPDES permit) _____

SIGNATURE OF APPLICANT _____ **DATE** _____

- Provide a Warranty Deed, Recorded Plat, Site Plan, Floor Plan and Completed Zoning Compliance Form with \$50 fee
- Make checks for \$300 payable to: Sumner County Development Services (Due upon issue of permit)
- 1-2 Lots of a Large Development must be submitted with a Master Erosion Control Plan
- Please note that driveways, structures, utilities, etc. may be considered encumbrances to approved septic areas.
 - Please verify with local TDEC office at (615) 451-5858.
- "Land disturbing activity" means any activity on property that results in a change in the existing soil cover (both vegetative and nonvegetative) and/or the existing soil topography. Land-disturbing activities include, but are not limited to, development, re-development, demolition, construction, reconstruction, clearing, grading, filling, and excavation.
- If on County Road, **SEE Hwy. Department-(615) 452-2632** / or **State Roads call TDOT-(615) 451-5822**

FOR OFFICE USE ONLY

APPROVAL _____ DATE _____ PERMIT # _____ ISSUED DATE _____

ISSUED BY _____ RECEIPT# _____ FEE \$ _____

NOTES _____



**SUMNER COUNTY DEVELOPMENT SERVICES DEPARTMENT
ZONING COMPLIANCE FORM**

TODAY'S DATE: _____

APPLICANT'S NAME: _____

APPLICANT'S ADDRESS: _____

PHONE: _____ EMAIL: _____

ADDRESS OF PROJECT: _____

ZONING: _____ FEMA FLOOD HAZARD ZONE? YES NO

PROJECT LOCATION: TAX MAP: _____ GROUP: _____ PARCEL(S) _____

WHAT IS PROPOSED? (ATTACH SITE PLAN, DEED, PLAT, FLOOR PLAN AS APPLICABLE):

PROPERTY OWNER'S SIGNATURE: _____

STAFF USE ONLY

ITEM MEETS ZONING REQUIREMENTS: _____

ITEM DOES NOT MEET ZONING REQUIREMENTS: _____

ADDITIONAL INFORMATION IS REQUIRED: _____

REASON (CITE SPECIFIC PORTION OF ZONING RESOLUTION):

STAFF SIGNATURE: _____

DATE: _____

RECEIVED BY: _____ DATE: _____ AMOUNT: _____ RECEIPT: _____

INSTRUCTIONS

This form is to be completed for the following application types **prior** to the issuance of a Building, Land Disturbance or other permit:

- 1) Primary and Accessory Building Construction
- 2) Accessory Structures
- 3) Accessory Dwelling Units
- 4) Commercial Site Plans
- 5) Conditional Use Permits
- 6) All pools
- 7) Variances (Zoning Compliance Form to be issued prior to application for Variance)
- 8) Home Based Businesses (Major and Minor)
- 9) Subdivision Plats in Municipal Planning Regions
- 10) All Wireless Communications Facilities Requests
- 11) Specific requests from property owners as to whether a specific use complies or would comply with zoning requirements (typically accompanied by a formal letter from Staff).
- 12) Other items at the discretion of the Development Services Director

FOR VARIANCES RELATED TO PRIMARY OR ACCESSORY BUILDING PLACEMENT:

Development Services Staff will review submitted zoning compliance forms and determine whether or not they meet Zoning Resolution requirements. If Zoning Resolution requirements are not met, the applicant will need to either change their plan or go to the Sumner County Board of Zoning Appeals to obtain a variance or exception as required.

Per State Law. (*TCA 13-7-109*), "Variances may only be granted by the BZA when:

"By reason of exceptional narrowness, shallowness, or shape of a specific piece of property...or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of such piece of property, the strict application of any regulation...would result in peculiar and exceptional practical difficulties to or exceptional and undue hardship upon the owner of such property

In other words, variances must be based on a hardship inherent to the property itself. State law and court rulings are clear that variances may not be granted for financial reasons, for the convenience of the property owner, or due to a self-created hardships.

NOTE

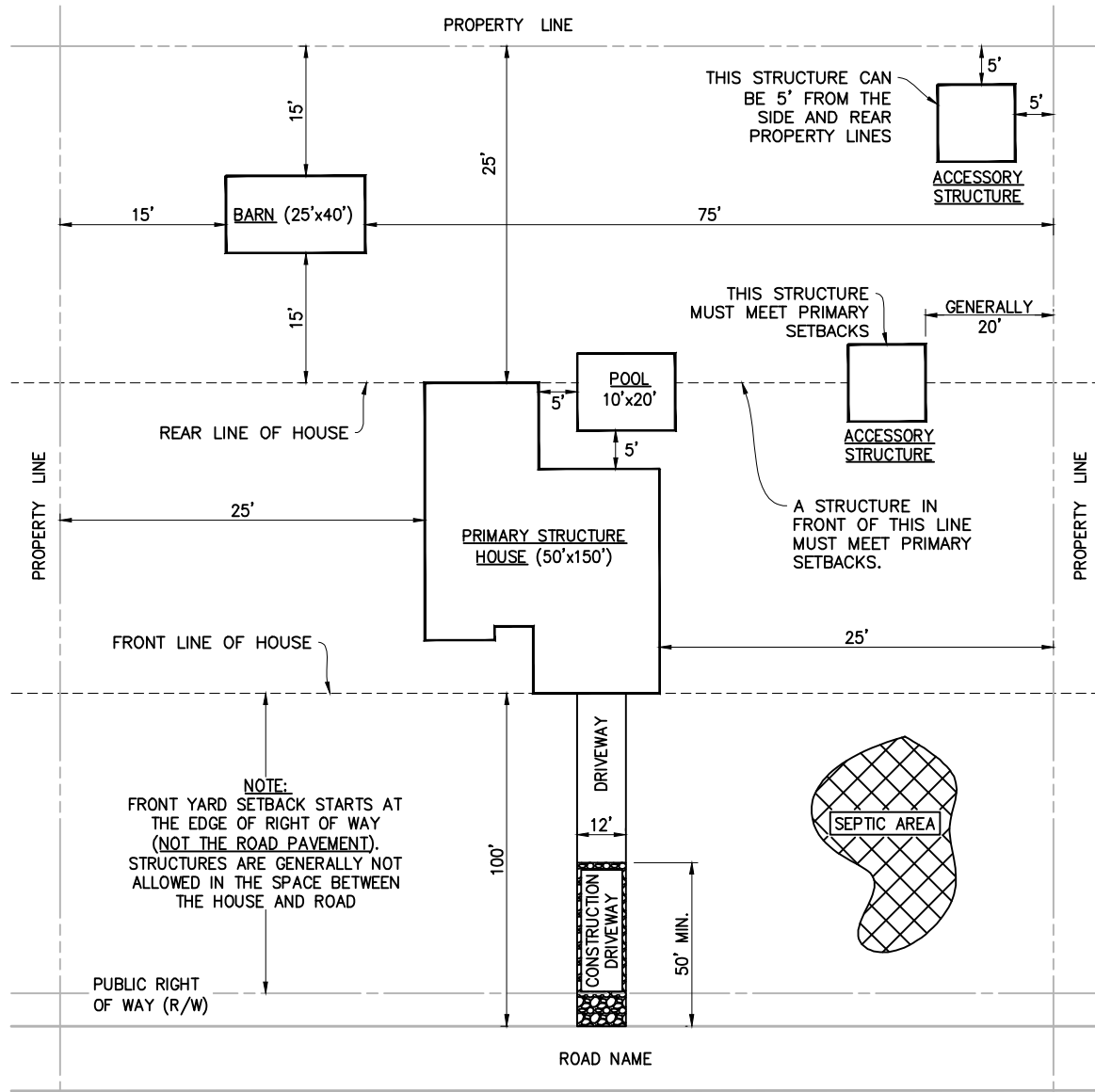
ZONING COMPLIANCE FORMS FOR ROUTINE ITEMS ARE OFTEN PROCESSED WITHIN ONE TO THREE BUSINESS DAYS, DEPENDING ON STAFF WORKLOAD. COMPLEX REQUESTS INVOLVING STAFF RESEARCH INTO HISTORICAL OR TECHNICAL RECORDS WILL TAKE UP TO 10 BUSINESS DAYS AND MAY REQUIRE THE COMPILATION OF A FORMAL ZONING DETERMINATION LETTER BY THE DEVELOPMENT SERVICES DIRECTOR. AN ADDITIONAL FEE APPLIES WHEN THIS IS THE CASE.

SITE PLAN NOTES:

1. SITE PLAN MUST HAVE THE FOLLOWING:
 - PROPERTY BOUNDARIES ([HTTPS://SUMNERTN.GEOPOWERED.COM/PROPERTYSEARCH/](https://sumnertn.geopowered.com/propertysearch/)), FOR LAYOUT OF THE PROPERTY.
 - SHOW DRIVEWAY.
 - SHOW AND LABEL EXISTING AND PROPOSED STRUCTURES (WITH DISTANCE FROM PROPERTY BOUNDARIES FOR ALL STRUCTURES).
 - SHOW CULVERT OUTSIDE OF THE RIGHT-OF-WAY/CREEKS/DRIVEWAY/LOW AREAS.
 - SHOW SEPTIC AREA.
 - SHOW CREEKS, IF ANY (DISTANCE TO CREEK).
 - SHOW DRAINAGE EASEMENT, IF ANY
 - SHOW FEMA FLOOD AREA, IF ANY.
 - FOR BARN WITH NO INTERIOR WALLS, LABEL BARN AS (NO INTERIOR WALLS). WE WILL NEED TO KNOW WHAT WILL BE STORED IN THE BARN.
 - FOR A PROPOSED HOUSE, PROVIDE ARCHITECTURAL FLOOR PLAN FOR EACH ROOM.

NOTES:

1. DETACHED ACCESSORY STRUCTURES AND POOLS CAN BE 5' FROM THE SIDE AND/OR REAR PROPERTY LINE IF THEY ARE BEHIND THE BACK LINE OF THE HOUSE. THEY MUST ALSO BE 5' FROM ANY OTHER STRUCTURE.
2. ENCROACHMENT IN EASEMENTS OR SEPTIC AREA IS PROHIBITED.
3. IN GROUND POOL LESS THAN 10' FROM HOUSE MUST HAVE ENGINEER FOUNDATION LETTER, SIGN AND SEAL.
4. SUMNER COUNTY DOES NOT ENFORCE PRIVATE RESTRICTIONS.
5. CONSTRUCTION DRIVEWAY MUST BE 12'W x 50L'MIN. x 6"D WITH 2"-4" LARGE ROCK OVER GEOTEXTILE FABRIC (MAINTAIN ENTRANCE THROUGHOUT LIFE OF PROJECT).

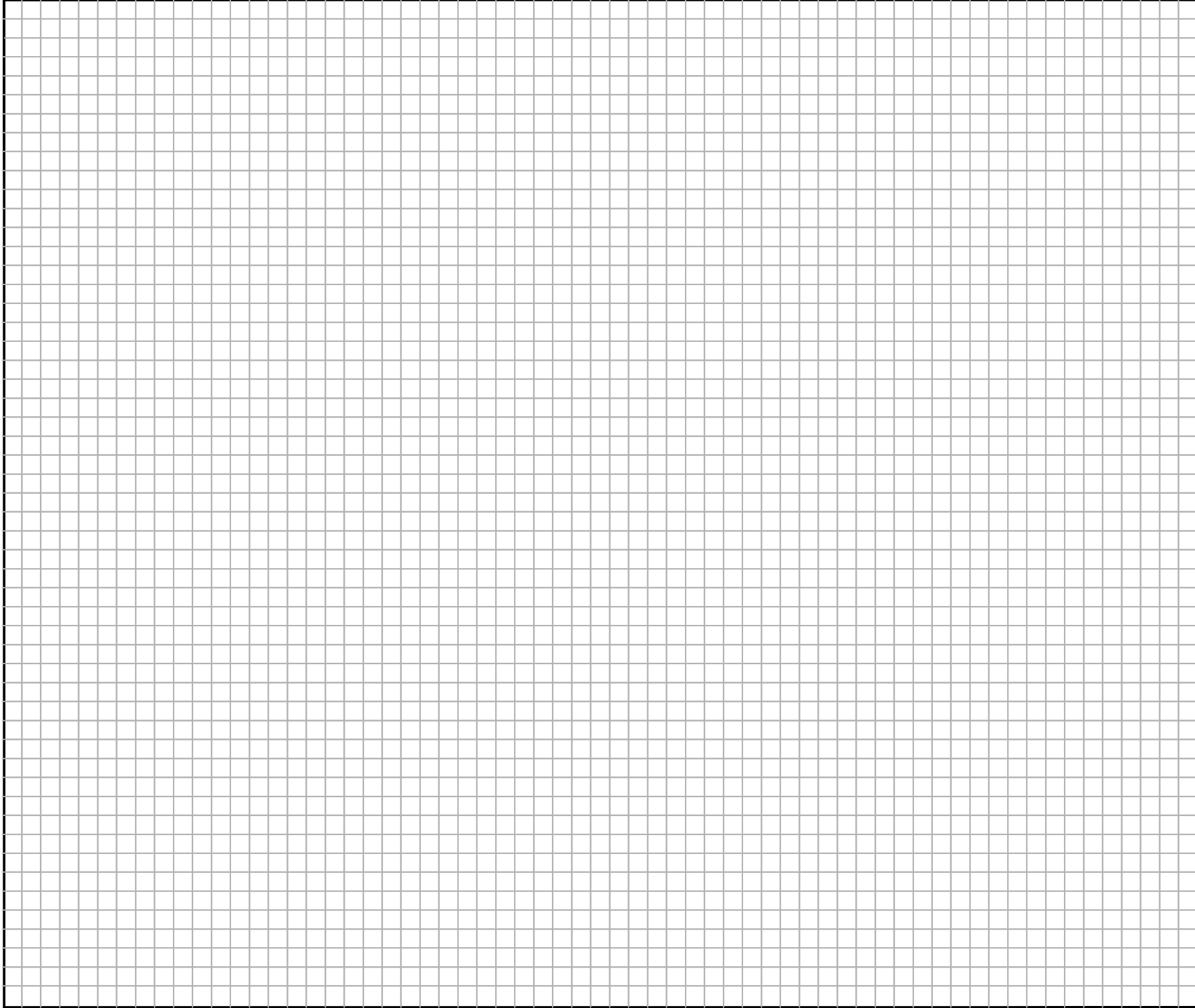


SITE PLAN
EXAMPLE

SUMNER COUNTY
DEVELOPMENT SERVICES
355 NORTH BELVEDERE
DRIVE GALLATIN,
TENNESSEE 37066
OFFICE: 615-451-6097

ZONING COMPLIANCE
EXAMPLE SITE PLAN

SITE ADDRESS
SIGN AND DATE



SUMNER COUNTY
DEVELOPMENT SERVICES
355 NORTH BELVEDERE
DRIVE GALLATIN,
TENNESSEE 37066

ZONING COMPLIANCE
SITE PLAN