



## ***Montgomery County Government*** ***Building and Codes Department***

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### **Montgomery County, TN. Plat and Plan Submission Policy**

Montgomery County Building and Codes is implementing the following policy for acceptance and approval of all major plats, minor plats, final plats, development plans and as-built plans.

1.) In addition to the plat submission requirements listed in the Montgomery County Subdivision Regulations, all major plats, minor plats and final plats must have all of the following features displayed:

- Sinkholes (mark the highest closed contour and bottom of the depression)
- Class V Injection Wells (mark the highest closed contour and include the location of all standpipes and areas of rock backfill)
- Cave Entrances (mark the highest closed contour and the entrances)

2.) All Grading Drainage and Erosion Control (GDEC) plans and as-built plans must be submitted both digitally and in hardcopy. The as-built plans must be submitted and reviewed before final plats will be approved. All GDEC and as-built plans must show all storm water control structures and facilities, including, but not limited to:

- Sinkholes (complete details for each)
- Class V Injection Wells (complete details for each)
- Cave Entrances
- Detention/Retention Ponds (include risers, dewatering devices, weirs, emergency overflows, etc.)
- Water Quality Buffers
- Permanent BMPs
- Headwalls
- Drain Inlets (curb drains, box inlets, etc.)
- Pipes and Culverts
- Swales, Ditches and any other Drainage Channels
- Riprap Installations
- Easements
- Building Lots with Fill Material

All storm water structures, facilities and BMPs will list the inlet elevations, invert elevations and material(s). This data may be provided in tabular format for hardcopy plans and included as a separate layer in digital plans. Any listings of "Unknown" must be explained in writing at the time of submission.

3.) All plats submitted to Montgomery County Building and Codes will be reviewed on a twice monthly basis. Special requests for quicker plat review will be considered, if the submitted plans meet all submission requirements.

4.) Final plats will not be approved until approved as-built plans, storm water structure engineering certifications and required storm water maintenance bond(s) have been submitted to the Montgomery County Building and Codes Department.

5.) As of February 1, 2009, the following note must be included on final plats to designate lots with storm water control structures or BMPs that require execution of a [Storm Water Maintenance Agreement](#) prior to the sale or transfer of that lot. Lots that have storm water control structures (i.e.: detention/retention ponds, sinkholes, remediated sinkholes, class V injection wells, headwalls, bioretention areas, wetlands, swales, ditches, and other storm water control structures or BMPs that require regular inspection and maintenance) must be marked with a referral to this note. Failure to add this note or properly mark the affected lots will result in the rejection of the final plat by the Montgomery County Building and Codes Department.

Lot(s) \_\_\_\_\_ have storm water control structures or BMPs that require a Storm Water Maintenance Agreement to be filed with the Montgomery County Register of Deeds and the Montgomery County Building and Codes Dept. before all or any portion of the property is transferred or conveyed.

6.) As of February 1, 2009, the following note must be included on final plats to designate lots that have twelve (12) inches or more of fill located within a proposed building footprint. Lots that have fill must be marked with a referral to this note. Failure to add this note or properly mark the affected lots will result in the rejection of the final plat by the Montgomery County Building and Codes Department. Compaction certification waivers will be issued on a case by case basis by the Montgomery County Building and Codes Department. Issuance of a compaction certification waiver does not negate the requirement to note the fill lots on the final plats.

Lot(s) \_\_\_\_\_ require compaction certification or a compaction certification waiver submission to the Montgomery County Building and Codes Dept. before building permits will be issued.

For more information on plan submission requirements, please see the Montgomery County Storm Water Management Manual, Chapter 5: Plan Requirements. The County Storm Water Management Manual is updated regularly and is located on the Montgomery County Storm Water Website:

<http://www.montgomerycountyttn.org/county/stormwater/stormwaterforms.aspx>