



CITY OF GERMANTOWN

Engineering Department

• 1920 South Germantown Rd., Germantown, TN 38138-2815 • Phone (901) 751-5720 • www.germantown-tn.gov

Mail To: engineeringpermits@germantown-tn.gov

Foundation Survey Application Checklist

| | |
|------------------------|--|
| Applicant Name: | |
| Address: | |
| Subdivision: | |
| Lot: | |

Applicants for residential foundation survey permit types shall submit a stamped survey with the application containing the following:

- [Permit Application](#)
- Stamped [Foundation Survey](#)
- [Site Plan](#)
- [Utility Service Request Form](#)
- Utility Service Request Fee
- Foundation Survey Application Fee

***NOTE: Foundation Survey Layout should be consistent with approved Final Site Plan. Once approved, the site plan shall not change. If a revision to the site plan is required, the applicant must notify the City of Germantown and reapply for the permit.**



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PERMIT APPLICATION

PROPERTY INFORMATION

PROPERTY ADDRESS:

LOT #:

SUBDIVISION:

PARCEL #:

APPLICANT INFORMATION

NAME:

PHONE NUMBER:

EMAIL ADDRESS:

COMPANY INFORMATION

COMPANY NAME:

PHONE NUMBER:

ADDRESS:

PERMIT TYPE:

Demolition

Grading

TYPE: **GENERAL** **NEW HOME CONSTRUCTION**

ACRES:

Foundation

METER TYPE: **1 INCH** **2 INCHES**

Right-of-Way

TYPE: **DRIVEWAY/SIDEWALK/DRAINAGE**
UTILITY

-LINEAR FEET OF CONDUIT INSTALLED:

SCHEDULE OF ESTIMATED FEES:

Demolition: \$50

Grading (**General**): \$50Grading (**New Home Construction**):

- Grading (**<1 Acre**): \$200
- Grading (**>1 Acre**): \$600+ \$40 Per Acre

Foundation:

- **Foundation Application**: \$100 (fees double if fail to obtain approval of Foundation Survey prior to pouring concrete)
- **Utility Service Fee (1" Meter, Sewer)**: \$2,000
- **Utility Service Fee (2" Meter, Sewer)**: \$2,600

Right-of-Way:

- **Right of Way (Fiber Optic)**: \$450 +\$1 per linear foot
- **Public Right of Way (Public Right of Way)**: \$100

ADDITIONAL INFORMATION

PROJECT DESCRIPTION:

By signing below, I affirm that the information provided in this document is accurate and complete to the best of my knowledge.

Signature of Applicant

Date Signed

Authorized Signature by City of Germantown Engineer or Finance Department Representative Only

Engineer Approval

Date Approved

Payment Received By _____

Date Received _____

THIS DOCUMENT SERVES AS A CONFIRMATION THAT YOUR PERMIT APPLICATION HAS BEEN RECEIVED BY CITY OF GERMANTOWN ENGINEERING DEPARTMENT. IT IS NOT A PERMIT AND DOES NOT AUTHORIZE THE COMMENCEMENT OF ANY WORK UNLESS APPROVED BY A CITY OF GERMANTOWN ENGINEER.



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Foundation Survey Checklist

| | |
|------------------------|--|
| Applicant Name: | |
| Address: | |
| Subdivision: | |
| Lot: | |

Applicants for residential foundation survey permit types shall submit a stamped survey with the application containing the following:

- Subdivision Name and Plat Book and Page
- Lot Number and lot size (Square Feet or Acres)
- Property Lines, Bearing and Distances
- Recorded easements, setbacks, and property boundaries:
No encroachments are permitted within recorded easements.
- Building footprint form boards including all elevations and FFE
- Distance from form boards to the nearest property line
- 100 year Flood Zone Information, if located within a SFHA.
- Proposed Trees, as applicable
- North Arrow
- Stamped the licensed professional
- Space in the lower right of the survey (1" x 2") shall be left available for approval signature

***NOTE: Foundation Survey Layout should be consistent with approved Final Site Plan. Once approved, the site plan shall not change. If a revision to the site plan is required, the applicant must notify the City of Germantown and reapply for the permit.**



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Site Plan Checklist

| | |
|------------------------|--|
| Applicant Name: | |
| Address: | |
| Subdivision: | |
| Lot: | |

Applicants for residential permit types shall submit a Site Plan drawn to scale with the application containing the following:

- Subdivision Name and Plat Book and Page.
- Lot Number and lot size (SF or AC).
- Dimensions from primary structure to nearest property line (front, sides, and rear).
- All easements, setbacks, and property boundaries.
- (No encroachments are permitted within recorded easements)**
- All utilities services: water meters, sanitary sewer cleanout, electric, gas and storm sewer.
- Building footprint including FFE labeled.
- Proposed Grading: This must demonstrate how the lot will be graded to accommodate building footprint and proposed private improvements. Grading can be indicated by arrows representing direction of drainage flow. Grading shall be in compliance with the approved grading and drainage plan of the subdivision. Contact GIS@germantown-tn.gov to request a copy of approved plan on file.
- 100 year Flood Zone Information, if located within a SFHA.
- Any proposed appurtenances shown and labeled. This shall include, but not limited to:
 - driveways
 - sidewalk
 - Porches
 - irrigation
 - equipment support pads (i.e. hvac, generator, pool equipment pads)
- Any accessory structures shown and labeled. Including, but not limited to:
 - Retaining or decorative wall
 - Detached structures (i.e. shed, carport, pool house, etc.)
 - Outdoor fireplaces
 - Fences
 - Pools, Spas, Jacuzzi's and equipment
- Drainage Improvements: french drains, turf drains, yard inlets, etc
- Tree protection
- North Arrow

***NOTE: Once approved, the site plan shall not change. If a revision to the site plan is required, the applicant must notify the City of Germantown and reapply for the permit.**



City of Germantown

Utility Service Request

Residential Property

Date:

Property Information

| | | | |
|----------------|--|-----------|--|
| Address | | | |
| Contact Person | | Telephone | |

Owner Information

| | | | |
|------------------|--|-------|--|
| Name | | | |
| Billing Address | | | |
| City, State, Zip | | | |
| Telephone | | Email | |

Water Service

A standard connection fee of \$1,000.00 for a 1" water meter and box will be charged at the time a residential building permit is issued. This connection charge includes cost of installing specified meter and box. All other labor and materials for installing system, including service lateral, are at owner's/contractor's expense. If larger meter is requested, additional fees will apply.

| Meter & Box | Use | Fee | Quantity | Total |
|-------------|---|------------|----------|-------|
| 1" | <input type="checkbox"/> Domestic <input type="checkbox"/> Irrigation | \$1,000.00 | | \$ |
| 2" | <input type="checkbox"/> Domestic <input type="checkbox"/> Irrigation | \$1,600.00 | | \$ |

TOTAL _____

Upgrade Meter Size

Existing meter size _____

Increased meter size of more than 1/4" will require increased service line size and additional fees will apply.

If approved, adjustment will be issued for water meter fees paid.

TOTAL _____

Relocate or Replace Existing Water Meter

Distance: _____ 0 – 6 feet = \$600.00, plus \$100 per additional foot

Other: _____

TOTAL _____

Sewer Service

A standard connection fee of \$1,000.00 per lot will be charged at the time a residential building permit is issued.

TOTAL _____

Street Cut Repairs

Street Repair: \$1,500.00 / Street & Sidewalk Repair: \$2,500.00

TOTAL _____

Fire Protection

| Size | Use | Fee | Quantity | Total |
|------|----------------------|------------|----------|-------|
| 1" | Fire Protection Stub | \$1,000.00 | | \$ |
| 2" | Fire Protection Stub | \$1,500.00 | | \$ |

TOTAL _____

Miscellaneous Service Request

Detail: _____

TOTAL _____

GRAND TOTAL

Prepared by: _____

Date: _____

Please make payment to: City of Germantown, 1930 S. Germantown Rd, Germantown, TN 38138.

Quote is valid for 90 days from the issue date.