

GREENEVILLE CIVIL PLANS CHECKLIST



Department of Planning, Building and
 Development
 Town of Greeneville
 200 N College Street
 Greeneville, TN 37745
 Phone: (423) 639-7105

The following minimum elements are required to be shown on civil plans for construction in the Town of Greeneville as provided in Section 410.2 of the Greeneville Zoning Ordinance. A professional designer has the option of submitting a plan for conceptual review and advice, a preliminary plan for Planning Commission in put under Subsection 410.1.5 of the Zoning Ordinance, or of submitting a general complete set of plans having ALL items required for concept, preliminary and final plans as permitted in Subsection 410.1.6 of the Zoning Ordinance.

CONCEPT PLAN	
Location map showing the property and side streets	
Street address of property	
Tax Map Identification of the property	
Civil district of the property	
Property lines with dimensions	
Scale of plan (1"=40ft or better)	
Existing zoning of property	
Proposed zoning of property (if applicable)	
Zoning of surrounding properties	
Land Use of surrounding properties	
North arrow	
Existing and proposed driveways with dimensions	
Distance of driveways from property lines	
Names and location of public streets abutting the property	
Size and location of proposed structures	
Height of proposed structures	
Number of stories of building(s)	
Building setbacks	
Building wall material (e.g. concrete)	
Location of buildings or structures to be demolished	
Location of landscape buffers (if applicable)	
Proposed content of landscape buffers if plan is submitted for rezoning purposes	
Name(s) of property owner(s)	
Acreage of the property	
Acreage of the projected area to be disturbed	
Date of the plan	
Type of proposed use (e.g. restaurant, office, shopping center, etc)	
Location and size of parking and loading areas	
A table listing the number of parking and loading spaces required and provided	
Square footage of each use if proposed building shall be mixed use (e.g. restaurant and retail)	
Location of dumpster enclosure	

PRELIMINARY PLAN	
Cover Sheet	
Location map	
Project title	
Professional designer's name, address and seal	
Index of Sheets	
Utility companies identification list and contact information	
Date of Plans	
Developer's name and contact information	
Anticipated activity schedule	
Address of Property	
Tax Map ID of property	
Demolition Plan Sheet (if applicable)	
The location and identification of all structures to be demolished on site	
Site Plan Sheet	
All elements required to be shown on concept plans	
Property lines bearings	
Location of free standing signs on site	
Location and size of pedestrian walk paths (sidewalks, walkways, etc) within the development	
Note stating that exterior speakers/sound systems are not permitted unless approved by the Town of Greeneville	
Note stating that exterior light will be shielded so that light is not spilled unto adjacent properties and right-of-ways, or into the sky	
Utility Plan Sheet	
Location of all existing utility structures on site	
Annotation whether utility structures are to be abandoned or maintained	
Location of all utility structures proposed to be installed or constructed	
Size of proposed utility structures	
Size (and material) of utility services proposed	
Location of light poles in parking areas, walkways, driveways and between buildings	
Height and foot candles of exterior lights	
Grading Plan Sheet	
Topography pre and post grading at 5ft contour interval or better	
Location of silt fence	
Street Sheet (if applicable)	
Location of street to be improved or constructed	
Street Profile	
Right-of-way dimensions	
Length and area of road	
Location and size of sidewalk on the abutting street right-of-way except fee-in-lieu of sidewalk construction applies	

FINAL PLAN	
All elements and sheets required for concept and preliminary plans	
Erosion and Sedimentation Control Plan Sheet(s) – as applicable	
Direction of stormwater flow on site post construction	
All stormwater management facilities including size and location of pipes	
Stormwater pipe inlet and outlet protection measures	
Location of stormwater detention pond, stone ring and rip rap	
Volume capacity of stormwater detention basin at 5ft contours interval or better	
All means and methods for stormwater management facilities construction	
Landscape Plan Sheet	
Location and number of trees to be eliminated (if less than 15)	
Location of shrubs to be planted	
Location of different species of trees to be planted and dispersed such that the center of the width of all parking stalls are within 65ft of a tree and a natural appearance of the site is promoted	
A table showing the generic and botanic names of all trees and shrubs to be planted	
A table showing the required and provided number of trees and shrubs	
Shrub planting details, HFA tree planting detail and general planting means and methods	
Irrigation Plan Sheet (recommended, not required)	
Location and size of separate water meters for landscaped areas	
A notation that there will be adequate static water pressure at the point of connection to the public water supply	
A listing of the flow rate (gallons per minute)	
Application rate (inches per hour)	
Design operating pressure (pressure per square inch) for each watering station	
Illustration of established hydrozones throughout the landscaped area	
A notation of whether or not and how recycled water, if any, will be incorporated into the project	
Details sheet(s)	
All details for the site improvements	
<i>Others</i>	
2 copies of stormwater calculations if post development impervious area exceeds predevelopment impervious area	
2 copies of a complete Stormwater Pollution Prevention Plan (SWPPP) – if applicable	
A signed and notarized copy of the applicable Town of Greeneville Stormwater Management Agreement for all developments involving the construction or improvement of a stormwater detention facility	