

CITY OF FRANKLIN - UTILITY PERMIT

SITE /PROJECT INFO:	PLANS APPROVED:	COF #
PROPERTY SUBDIVISION/SECTION/REV/LOT #:		
STREET ADDRESS OR LOCATION:		
CONTROL MAP & PARCEL #:	WATER DISTRICT:	

PERMIT REQUIREMENTS:			
INSPECTION TYPES:		TYPE OF UTILITIES:	WATER SEWER RECLAIM
AVAILABILITY	DATE:	SFUES:	METER SZ:
SWG PERMIT ISSUED:	DATE:	PERMIT #	
OFFSITE WORK?	NO YES →	<i>*if yes, easements/agreements must be submitted to engineering</i>	
COF EASEMENTS?	NO YES →		

SITE OWNER OR DEVELOPER CERTIFICATION (Primary Permittee: person, company, or legal entity that has operational or design control over construction plans and specifications) (must be signed by president, vice-president or equivalent, or ranking elected official)			
<p>I certify under penalty of law that this document and all attachments were prepared by me, or under my direction or supervision. The submitted information is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. As specified in Tennessee Code Annotated Section 39-16-702(a)(4), this declaration is made under penalty of perjury. It is acknowledge that I shall be responsible for ensuring that all EPSC requirements as set forth in FMC Title 23 and the TN CGP are being followed onsite and that I am responsible for these requirements until a Notice of Termination is authorized by the City of Franklin or the City of Franklin authorizes a Notice of Transfer for 100% of the permit. I understand that these requirements will be inspected and enforced by the City of Franklin and failure to comply may result in the issuance of a "stop work order" and/or other penalties as specified in City of Franklin Municipal Code.</p>			
Owner or Developer Company name (Print or Type):			
Owner or Developer Name (Print or Type)	Signature	Date	
Mailing Address:	City:	State:	Zip:
Phone:	Email:		

FEES: TO BE SUPPLIED BY CITY STAFF				
FEE DESCRIPTION:	AMT	UNIT	RATE	TOTAL
WATER PLANS REVIEW		EA	\$300	
WATER LINE INSPECTION (Min \$1,000)		LF	\$1.25	
SEWER PLAN REVIEW		EA	\$300	
SEWER LINE INSPECTION – GRAVITY (Min \$1,000)		LF	\$2.00	
SEWER LINE INSPECTION – FORCE MAIN (Min \$1,000)		LF	\$1.50	
RECLAIM WATER PLAN REVIEW		EA	\$300	
RECLAIM WATER INSPECTION (Min \$1,000)		LF	\$2	
DATE PAID	INITIAL	TOTAL FEES:		

TO BE COMPLETED BY STAFF:

PERMIT APP APPROVED BY:		DATE:
UTILITY PERMIT #		

CALL WATER DEPT TO SCHEDULE PRE-CON (615-794-4554). NO WORK ALLOWED UNTIL SIGNED BY INSPECTOR.

PRE-CON COMPLETED BY:		DATE:
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**CITY OF FRANKLIN, TENNESSEE
RIGHT OF ENTRY**

PROJECT NAME _____ **& COF #** _____

This agreement, entered into this ___ day of _____, 20__ by and between the **CITY OF FRANKLIN, TENNESSEE**, hereinafter called the "City", and, _____, hereinafter called the "Owner", whether one or more.

The *Owner* hereby grants unto the *City* the right to enter upon the following described property located in Franklin, Williamson County, Tennessee;

PROPERTY OWNER: _____

PROPERTY ADDRESS: _____

TAX MAP: _____

PARCEL: _____

said right to entry to the property for the purpose of inspecting, operating and maintaining *City Water*, Sanitary Sewer and Reclaimed Water Infrastructure.

1. The *Owner* agrees to permit the *City and its Contractor(s)* to go upon the described premises as necessary in order to inspect, operating and maintaining *City Water*, Sanitary Sewer and Reclaimed Water Infrastructure.
2. The Right of Entry herein granted shall terminate upon the dedication of all Right-of-Way and easements necessary to inspect, operate and maintain *City Water*, Sanitary Sewer and Reclaimed Water infrastructure. All Right-of-Way and easements shall be recorded at the Williamson County Register of Deeds.
3. It is further understood that no claim for damages for wrongful entry or for trespass shall be made by the *Owner* against the *City* or its Contractor(s)

The *Owner* hereby covenant with said City of Franklin, Tennessee, that I/We are lawfully seized and possessed of said land in fee simple and have a good right to make this conveyance.

WITNESS my hand this _____ day of _____, 20__

OWNERS NAME

STATE OF _____

COUNTY OF _____

Personally appeared before me, the undersigned, a Notary Public of said State and County, The within named _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledge himself to be the within named bargainer, and that he executed the foregoing instrument for the purposes therein contained.

WITNESS my hand and seal this _____ day of _____, 20__.

NOTARY PUBLIC
My Commission Expires: _____

Instructions for the Utility Permit & Right of Entry Affidavit

PURPOSE OF UTILITY PERMIT & RIGHT OF ENTRY AFFIDAVIT:

A Completed Utility Permit must be submitted to obtain coverage to construct water, sewer or reclaim water main line extensions. The Right of Entry Affidavit grants the City of Franklin (City) right to entry to the property for the purpose of inspecting, operating & maintaining City Water, Sanitary Sewer & Reclaim Water.

COMPLETING THIS FORM

Type or print clearly, using ink and not markers or pencil. Answer each item or enter "NA," for not applicable, if a particular item does not fit the circumstances or characteristics of your construction site or activity. If you need additional space, attach a separate piece of paper to the Utility Permit. The Utility Permit will be considered incomplete without the items listed in Step 1.

DESCRIBE AND LOCATE THE PROJECT

Use the legal or official name of the construction site. If a construction site lacks street name or route number, give the most accurate geographic information available to describe the location (reference to adjacent highways, roads and structures; e.g. intersection of state highways 70 and 100). Latitude and longitude (expressed in decimal degrees) of the center of the site can be located on USGS quadrangle maps which can be obtained at the USGS World Wide Web site: <http://www.usgs.gov/>; or at numerous other web sites. For linear projects, give locations at each end of the construction area.

RIGHT OF ENTRY AFFIDAVIT

Right of Entry Affidavit must be completed, signed and notarized by the Owner of the property. If there are multiple properties that the work shall pass through there must be a ROE form completed by each owner.

UTILITY INSTALLATION PROCESS

1. Utility Permit Issued by Engineering. This requires:
 - a. Completed Permit Application, Completed Right of Entry Affidavit, Fee Paid and Plans signed & stamped.
 - b. Active Grading Only or Stormwater/Grading Permit (If disturbing 10,000^{ft} or more)
 - c. Issued Availability
2. Contractor shall call for Utility locates (COF Water Dept)
3. Call Water Dept. (615-794-4554) for Pre-Application Meeting no less than 72 hours prior to expected date of construction.
 - a. Water Dept. will return call to schedule a pre-con.
4. Utility Pre-Construction Meeting takes place. Contractor & Inspector sign permit and each keep a copy. Following items must be present on site during meeting:
 - a. Approved, stamped plans, availability letter, state approval letter, cut sheets, materials submittals, shop drawings, bypass pumping plan (if applicable) & 2 copies of the permit.
5. Contractor must call for inspections at the following times:
 - a. Installation of utility prior to backfill (water, sewer and reclaim), All sewer connections to existing structures, tapping sleeve installation/ testing, filling water lines, testing phase of water, sewer and reclaim, final Inspection for release of use. This requires contractor to be on site for walk thru.
6. Call for Inspections & Bond Release. The following items must have been completed:
 - a. Turn in As-built (Mylar copies) for approval: CAD, PDF and 2 Paper copies.
 - b. Copies of all COMPLETED testing forms for bacteria results of NEW water/reclaim water main lines.
 - c. Utility connections and repair line bacteria samples are complete.
 - d. Punch list items complete

Noted, no residential building permits until job completion Commercial permits can be attained prior to accepted use, Mark has discussed not allowing commercial permits until utilities are complete, but no for sure answer.

AVAILABILITY

Availability requests must be completed and submitted to the Water Dept. Follow directions included in the request application.

[City of Franklin - Availability Request](#)

WATER & SEWER CONNECTIONS (MAIN LINE AND SERVICE)

Water Dept MUST be scheduled 1 week