



COMMUNITY DEVELOPMENT

Land Disturbance Permit Application

Application Date:		Permit #:	
Subject Property:		Issue Date:	
# of Acres Involved:		Termination Date:	
Parcel Number (s):		Performance Bond Req.: Yes / No	
Zoning District:		Bond #	
Current Land Use:		Bond Expiration Date:	
Proposed Land Use:		Circle: Small or Large Construction	
Permit Applicant (name):		Cost of Permit:	
Company:		Receipt #:	
Company Owner:		Brandon City Use Only	
Address, City, State, Zip:			
Primary Phone:		Secondary Phone:	
Email:		Fax:	
Property Owner:		Primary Phone:	
Address, City, State, Zip:			
Responsible Contractor:			
License #:		Expiration Date:	
Address, City, State, Zip:			
Primary Phone:		Secondary Phone:	
Construction Period - Start Date:		Completion Date:	
For more than One Phase, attach a phasing plan (schedule of land disturbance activities) to this application			
Purpose for Land Disturbance / Site Grading:			

PERMIT TERMS & INSTRUCTIONS

Permit Requirement – A permit is required per Brandon City Ordinance Section 34-73. Generally, a permit is required when any land-disturbance activity will modify the existing grade and/or result in increased soil erosion or sedimentation including clearing, stripping, grading, and excavation, transporting and filling.

Exempt Properties – Single family residences, public utilities/roadways, agricultural uses and lawns/gardens/landscaping.

Permit Holder Authority – The permit holder must have authority for governing all affairs of the property pertaining to this permit. Applicants who are not the owner of the property must provide written documentation showing they are an authorized agent of the owner with authority to govern the affairs of the property.

Permit Holder Obligations – The permit holder is responsible for the property and its effects to the adjacent properties and is also responsible for the effects of subcontractors, suppliers, utility companies, patrons, visitors and any person who may enter the property or area of responsibility.

Permit Fee – A non-refundable base fee of \$50 plus \$25 per each acre.

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Land Disturbance Plan (LDP) is required to be submitted with this application. The plan must consist of a narrative description and appropriate drawings and maps that spell out the methods, techniques and procedures to be followed on-site to control erosion and other potential degradation of adjoining or nearby property, during and after development, including final stabilization of the site. The LDP must comply with the general and technical requirements set forth in Section 34-75 (refer to LDP Checklist). Additional information may be required if deemed necessary and appropriate to evaluate the feasibility of the LDP. The state's "planning and design manual for the control of erosion, sediment and storm water" must be used as a guide when developing the LDP.



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SWPPP (storm water pollution prevention plan) – The applicant is responsible for preparation and implementation of a SWPPP to effectively contain pollutants associated with the construction activity.

MS DEQ Oversight – All MDEQ requirements must be met prior to issuance of a permit from the City of Brandon. When required by MS DEQ, the City of Brandon shall not issue a Land Disturbance Permit until the LDP is reviewed and approved by MS DEQ.

MS DEQ Small Construction General Permit (for construction activities that disturb one acre to less than five acres): The permit applicant must obtain this permit from MS DEQ. The permit applicant must complete a Small Construction Notice of Intent (SCNOI) form to keep on file with the City of Brandon permit office. In addition, the permit applicant must develop and implement a Storm Water Pollution Prevention Plan (SWPPP). The SWPPP must also be kept on file with the City of Brandon permit office.

MS DEQ Large Construction General Permit (for construction activities that disturb five acres or more): The permit applicant must obtain this permit from MS DEQ. The permit applicant must complete and submit a Large Construction Notice of Intent (LCNOI) form along with the SWPPP and USGS Quad Map (or copy).

Mining Storm Water General Permit: The permit applicant must obtain this permit from MS DEQ. The permit applicant must complete a Mining Notice of Intent Form (MNOI) along with the SWPPP (as required by MS DEQ) and submit copies to be kept on file with the City of Brandon permit office.

Notice of Work to Begin – The Owner, Permit Holder and/or Contractor must notify the City within 2 business days prior to commencing work. All work shall conform to the schedule/phasing plan provided on the application.

Construction Access/Routes – A stabilized stone pad must be placed at any point where traffic will be entering and leaving the construction site, to or from a public road, prior to the initiation of any work. Stone pads must contain ASTM-1 stone, six inches thick and must be placed a minimum width of 12 feet and a length of 50 feet from the public road into the site.

Stabilization of denuded areas and soil stockpiles – Permanent erosion control measures shall be applied to denuded areas within 15 days after final grade is reached on any portion of the site. Soil stabilization shall also be applied within 15 days to any denuded area which may not be at final grade, but will remain dormant (undisturbed by construction activity) for longer than 60 days. Any temporary soil stockpiles shall be stabilized or protected with sediment trapping measures to prevent erosion. Applicable erosion control measures shall include establishment of vegetation, mulching, and the early application of a gravel base on areas to be paved. Selected permanent or temporary erosion control measures should be appropriate for the time of year, site conditions, and estimated duration of use.

Inspections – The Owner, Permit Holder and/or Contractor must conduct periodic inspections of the installed erosion control measures throughout (and nearby downstream areas) from initiation to completion to determine if such control is effective. Any damage to downhill property caused by erosion (such as clogged storm sewers, inlets or drainage ditches) must be immediately repaired/cleaned by the permit holder/owner/contractor.

City Inspections – City officials may enter any site and periodically make inspections of any disturbed or graded area before, during and after construction to ensure compliance with the requirements of Article IV and the authorized LDP. If the city determines that significant erosion problems are occurring on the site despite compliance with approved protective practices, the permit holder shall be required to take additional actions to protect the adversely affected area. The specifications of the additional measures shall be part of an amendment to the LDP.

Penalties for Violation – Violators of any of the terms and provisions of Article IV shall be guilty of a misdemeanor and subject to a fine not to exceed \$500 or imprisoned for no more than 90 days or both.

Special Limitations:

- This permit is for City of Brandon approval only. The permit applicant is responsible for obtaining clearances from MDEQ, MDOT, railroads, private property owners, and other local entities that have jurisdiction and encumbrances at the work area.
- Call MS One Call for all line locates prior to excavation
- Permit holder is responsible for repairing and/or restoring all property damaged during construction

Public right-of-way, both pedestrian and vehicular, may not be blocked or encumbered by construction activities or debris unless specifically addressed on this permit.

Special Limitations:

For City Use Only

Submittal Requirements:

- ☒ Completed application
- ☒ Permit fee
- ☒ Two (2) copies of the Land Disturbance Plan (LDP) – required size 11x17 only
- ☒ Copy of the Storm Water Pollution Prevention Plan (SWPPP)
- ☒ Copy of the Mining Storm Water General Permit and MNOI
- *Resource http://www.deq.state.ms.us/MDEQ.nsf/page/epd_epdgeneral?OpenDocument
- ☒ Copy of the Small Construction Notice of Intent (SCNOI) – 1 to less than 5 acres
- ☒ Copy of the Large Construction Notice of Intent (LCNOI) – 5 acres and greater

*Resource [http://www.deq.state.ms.us/mdeq.nsf/pdf/epd_conguidman/\\$File/ConstructionGM.pdf?OpenElement](http://www.deq.state.ms.us/mdeq.nsf/pdf/epd_conguidman/$File/ConstructionGM.pdf?OpenElement)

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Signature: _____

Date: _____