

**TOWN OF ABINGDON  
PUBLIC WORKS DEPARTMENT**

**Attachment to, or to be made a part of, an Application for Building Permit or Demolition Permit.**

	Owner	Property Location
Name:		
Address:		

**PLEASE ANSWER THE FOLLOWING QUESTIONS:**

**OLD AND HISTORIC DISTRICT**

Is your project in the Old and Historic District?  Yes  No. If yes, a copy of the Certificate of Appropriateness issued by the Board of Architectural Review is required.

**LAND DISTURBING ACTIVITIES**

Will the project disturb more than 10,000 square feet?  Yes  No. If yes, a site plan and E&SC permit are required. If no, the following certification is required.

*I hereby certify that, in carrying out the proposed work (Check One):*

- New Structure*
- Addition to Existing Structure*
- Renovation of Existing Structure*
- Demolition or Removal of Structure*

*Less than 10,000 square feet of area will be disturbed. I further understand that if for any reason activities develop which disturb more than 10,000 square feet I am required to cease work and submit an erosion and sediment control plan and apply for a land disturbing permit. I also understand that I am subject to legal penalties for failing to comply with the Town of Abingdon's Erosion & Sediment Control Ordinance.*

APPLICANT: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

**ENTRANCE**

Are you using existing entrance?  Yes  No.

Are you modifying an existing entrance or construction a new entrance?  Yes  No.  
If yes, contact Michael Surretts at the Town Hall (628-3167) for an Entrance Permit.

**SANITARY SEWER**

- On Public Sewer?  Yes  No  Don't Know.
- On Septic Field?  Yes  No  Don't Know.

If on public sewer, contact Mike Roark, Sewer System Superintendent at (276) 628-4114.

If residential connection, is it a  Single Family (includes Townhouse) or  Duplex?

Commercial Permit (anything other than a single family residence)?  Yes  No. If yes, contact Doug Carey, Environmental Coordinator, at the Wastewater Plant (276) 619-9653.

# Best Management Practices for Good Housekeeping

Follow these BMPs to control pollutant discharges. The objectives are: 1) to keep pollutants from contacting rain, and 2) to keep pollutants from being dumped or poured into the storm drains. The goal is "only rain in the storm drain."

<u>Activities</u>	<u>Best Management Practices</u>
Pavement Cleaning	<ul style="list-style-type: none"><li>• Sweep parking lots and other paved areas periodically to remove debris. Dispose of debris in the garbage.</li><li>• If outdoor pavement cleaning with detergent is required, collect wash water and dispose in indoor sinks or drains for discharge to the sanitary sewer. Contact your local wastewater treatment agency.</li></ul>
Litter Control	<ul style="list-style-type: none"><li>• Provide an adequate number of trash receptacles for your customers and employees. This helps keep trash from overflowing the receptacles.</li><li>• Pick up litter and other wastes daily from outside areas including storm drain inlet grates.</li></ul>
Waste Disposal*	<ul style="list-style-type: none"><li>• Inspect dumpsters and other waste containers periodically. Repair or replace leaky dumpsters and containers.</li><li>• Cover dumpsters and other waste containers.</li><li>• Never dispose of waste products in storm drain inlets.</li><li>• Recycle wastes or dispose properly.</li></ul>
Materials Storage*	<ul style="list-style-type: none"><li>• Store materials such as grease, paints, detergents, metals, and raw materials in appropriate, labeled containers.</li><li>• Make sure all outdoor storage containers have lids, and that the lids are adequately closed.</li><li>• Store stockpiled materials inside a building, under a roof, or covered with a tarp to prevent contact with rain.</li></ul>
Training	<ul style="list-style-type: none"><li>• Train employees regularly on good housekeeping practices.</li><li>• Assign a person to be responsible for effective implementation of BMPs.</li></ul>
Equipment/Vehicle Cleaning	<ul style="list-style-type: none"><li>• Maintain equipment and vehicles regularly. Check for and fix leaks.</li><li>• Use drip pans to collect leaks or spills during maintenance activities.</li><li>• Wash equipment/vehicles in a designated and/or covered area where the wash water is collected to be recycled or discharged to the sanitary sewer. Contact your local wastewater treatment agency.</li></ul>

Some Facilities will require structural control BMPs if simpler operation ones are not adequate for keeping pollutant discharges from the storm drains.

\* Hazardous materials must comply with hazardous materials storage and disposal requirements.