



LAND DISTURBANCE PERMIT CLOSURE CHECK LIST

- Item Correction List from Initial Inspection
- Letter of Certification
 - Site Completion according to the approved plans
 - Site Stabilization
 - Buffers
 - Easements
 - Water Quality Features/Devices
 - Amount of Imperious Surface
 - Array of Pollutant Removal
- Pond Certification Form (at time of permit closure or 50 % build out)
- Tree Planting Plan
- As-Built Drawing
 - *Note: if As-Built does not match approved plans, a plan modification will have to be submitted to the Land Development Office for review and approval. This will be a 20 working day review process and will incur a Type 1 or Type 2 Plan Modification Fee. The fee amount to be determined by the plan reviewer of which you will then be notified via faxed or mailed letter.*
- Permanent Maintenance Plan For Quantity and Quality Features
- Contact Information, Responsibility/Ownership Agreement
- HOA/POA Documents, Contract Agreements
- Correct Tax Map Number
- Copy of NOT (option 1, 2, or 3)

IMPORTANT REMINDERS for LAND DISTURBANCE PERMIT CLOSURE:

1. Not later than 30 days before project completion, request an initial closure inspection with the Contractor, Owner, Greenville County Land Development Inspector, and the Project Engineer who will develop a correction list and specification for findings not in accordance with the approved plan.
2. Upon completion of corrections noted above, the Project Engineer will submit a "Project Closure Packet" with the above Closure Checklist attached, to Greenville County Land Development for acceptance and approval. Information required to be submitted as specified per approved plans.
3. Upon acceptance and approval of project closure, schedule a final SWPPP Permit Close-Out inspection with a Greenville County Land Development Inspector.
4. Final SWPPP Grading Permit Inspection must be completed prior to requesting a certificate of occupancy, release of bond, and submitting a Notice of Termination (N.O.T.) to DHEC.
5. The N.O.T. must be submitted within 30 days once final stabilization has been achieved on all portions of the construction site; another operator has assumed control over all areas of the site that has not reached final stabilization; or in the case of residential lots only temporary stabilization including perimeter control for a residential lot has been achieved prior to occupation of the home by the homeowner and the home owner has been informed by the Primary/Secondary Permittee about the need for final stabilization.