

## Expedited Review Program

Greenville County Land Development Division offers an expedited grading permit option. Effective February 2017 an expedited review program (ERP) for sediment and erosion control ONLY, to obtain NOI coverage for clearing, rough grading, excavating for multipurpose basins and other BMPs to be used during that phase, is available. The goal of ERP is to have a project’s erosion control plan reviewed no later than 5 business days when this option is chosen. This option is only available at or after the original pre-design meeting. When this option is chosen the project will be placed in a separate cue from the normal review projects. If our schedule does not allow, the project may be forwarded to our contract consultants for review. Note: That the only model to be accepted is SEDCAD, during this phase. Only submit information in regards to the mass grading portion of the site (sediment and erosion control). Pre- and post-development watershed study, downstream analysis study, peak rate attenuation and post construction water quality, etc. (Road Review – if necessary), will be reviewed in a separate submittal after the approval of the sediment and erosion control – only models accepted for the second part of the review are Hydraflow and IDEAL model. When the sediment and erosion control portion of the project is approved and the first pre-construction meeting has been held; the engineer, when ready submit the remaining items for a full land disturbance permit, it should be uploaded to CityWorks. The second portion is not considered expedited; however, it will be reviewed as promptly as possible.

### Expedited Fees

The expedited fee is \$3500. This fee is in addition to the standard project fees. This fee must be paid at time of project submittal, along with the standard fees.

**\*Note:** No stream crossings or other floodplain/wetland/buffer disturbance will be allowed as a part of an expedited review and approval. A 100 foot buffer, to include the limits of the 100-year floodplain, will be shown on the plans and “bubbled out” with a note that this area will not be disturbed until appropriate permits from other governmental agencies have been obtained. This one hundred (100) foot buffer area will be staked out by the contractor prior to the Pre-Con to assure no violations will occur during the grading operations.

### **Expedited Review Timetable**

	<b>Event</b>	<b>Review Schedule</b>	<b>Attendance</b>
Week 0	Set up case in CityWorks	Pre-Design meeting scheduled by Administrative Assistant	Plan Review Staff, SWPPP Preparer and Project Owner
	Declare ERP status	Call Administrative Assistant to schedule Expedited Meeting	Engineer
Week 1	ERP Development Conference to review submittal	Thursday	SWPPP Preparer & Plan Review Staff
	<b>Upload submittal and pay fees.</b>	<b>Submittal must be uploaded by EOB Friday</b>	N/A
Week 2	Review #1	Monday – Thursday	Plan Reviewer
	Review #1 Meeting	Friday @ 1 pm	Plan Review Staff, SWPPP Preparer and Project Owner
Week 3	Additional Information Due	<b>Submittal upload must be made after the review meeting – no later than 5pm on Tuesday.</b>	N/A
	Review #2	Wednesday – Thursday	Plan Reviewer
	Request NOI Coverage from DHEC	Friday	N/A
	Review Meeting #2	Friday @ 1 pm	Plan Review Staff, SWPPP Preparer and Project Owner
Week 4	Additional Information Due #2	<b>Submittal upload on Friday by EOB.</b>	N/A
	DHEC Issues NOI Approval Letter	<b>10 business day turnaround once payment is made.</b>	N/A
Week 5	Pre-Con Held	1 day after preconstruction notice is sent.	Chief Inspector, SWPPP Preparer, Contractor, CEPSCI

## Detailed Descriptions

The intent to use the ERP must be documented during the Pre-Design Meeting.

Prior to submitting the plans and calculations to the county through the public portal, the Preparer of the SWPPP will call and schedule an ERP Development Conference in order to review the proposed submittal. This meeting will take place on Thursday afternoon of the week prior to the County's Plan Review.

With input provided by County staff at this meeting the SWPPP Preparer will then be asked to make a formal submittal through the online permit portal. This will include all documents needed to approve the erosion control plan and all fees will be paid for the project approval. **This submittal must occur on the next day, Friday, by 5pm.** In order to meet the requirements of the ERP, the Expedited Review Agreement must be signed and included in the submittal.

Review #1 will take place by County Plan Reviewers or their contract consultants on Monday through Thursday of the first week. Once the review is complete, if comments are necessary, they will be emailed to the engineer.

When this information is received and approved by the County, the NOI Application will be forwarded by the County to SCDHEC.

The Review meeting is always scheduled at **1:00 pm Friday** of the review week. The SWPPP Preparer must be present; we also recommend that the project owner/operator attend.

At the review meeting the County will present a written request for additional information and will orally review this request with the owner/operated and SWPPP Preparer. This process allows an open discussion of the project and simple changes can be made to the package to alleviate concerns and correct deficiencies. Deficiencies that cannot be addressed in the review meeting must be submitted to the County via CityWorks by **5pm Tuesday** of the following week.

If the County does not receive the additional information by the review deadline, the project is then considered denied; no refund will be given and it will be placed in the normal cue, for review.

Review #2 will take place on Wednesday and Thursday. If an additional meeting or additional information is needed the SWPPP Preparer **must** have all information to the County (uploaded to the portal) by 5pm on Friday. It will be assumed that the SWPPP Preparer will be present in the meeting. The meeting will follow the same format as the Review Meeting #1.

Once the Permit Coordinator receives NOI Approval from SCDHEC, the packet will be processed within 1 business day and then forwarded to the chief inspector. The assigned county inspector will contact the engineer within 1 business day to schedule the on-site Pre-Construction meeting to issue the Sediment & Erosion Control Permit.

After receipt of the NOI, and Pre-Construction meeting, the SWPPP Preparer can submit the second part of the project pertaining to Peak Attenuation and Post Construction Water Quality which will be reviewed under our regular schedule for review and approval. Please email the permit coordinator to open the portal once you are ready to submit.

A modified NOI may be required based on the completed review for Peak Attenuation and Post Construction Water Quality, if the disturbed area has increased, and additional fees will be due once the review is complete.