

Building Permit Application & Fees
Maury County, Tennessee - October, 1991

I. Building Permit Application and Permit Fees

A. Building Permits are to be applied for in the Building and Zoning Office located in the Walter Harlan Building at #5 Courthouse Square (375-3002).

B. Bring the following information to the office when applying for a Building Permit:

- 1) A septic tank permit or recertification from the Tennessee Department of Environment & Conservation (380-3371) located at 1421 Hampshire Pk., Columbia, must be presented when applying for a building permit. The septic tank permit should be applied for at least seven (7) to ten (10) days prior to the date on which the building permit will be needed.
- 2) Certification or a receipt showing proof of valid water tap or water source. Maury County Water 381-8900.....Columbia Water 375-7627
- 3) Plans/specifications for the building to be constructed. These should include a foundation plan showing footer size and rebar location and size; mortar type with .bolt size and location; floor plan with interior walls, doors, and window location and size; cross section of house; front, rear and side elevations; location of plumbing fixtures; and plot plan showing location of house on the lot.
- 4) Setbacks from property lines are as follows: Residential – 40' Front, 30' Rear, 20' Sides. Non-Residential – 40' Front, 15' Rear, 20' Sides.
- 5) Copy of Deed if acting as owner/contractor.
- 6) Customer is required to have sanitary facilities on job sites. We will require that facilities be on the site and operable at the time of the foundation inspection. In subdivisions, one port-a-potty per five (5) houses will be allowed as long as the facility is within 500' of all building sites.
- 7) Contractor must show proof of valid Tennessee State Contractor's License & Maury County business license.
- 8) Certain construction projects may require additional information such as certification of minimum first floor elevations if the project is in a designated flood hazard zone; geotechnical soils analysis report, written approval from the office of the State Fire Marshal; and other information deemed necessary prior to the issuance of the building permit. Commercial and industrial projects will require more detailed site plans showing parking, drainage, utilities, etc. as required by the applicable Planning Commission.

C. After completing an application form and the Building Inspector has checked the plans and materials list for the building to be constructed, the amount of the Building Permit fee will be determined based on the attached schedule.

D. Following plans approval and payment of fees, the Building Inspector will then issue the permit.

E. Inspection Schedule for Conventional Construction:

- 1) Footing - Inspection of trenches, checking depth and cleanliness.
- 2) Foundation - Inspection of mortar type and placement of bolts. Waterproofing will be checked if a basement house.
- 3) Dry-in/Framing - Inspection is made after roof is covered, door and windows are installed and before any part of framework is covered.
- 4) Plumbing - Inspection will be made after the drain vent/waste pipes and water supply lines are installed and tested.
- 5) Final - Inspection will be made after building is completed and ready for occupancy.

Please call at least 24 hours in advance for any on-site inspections so that the Building and Zoning Office staff can schedule the inspections in such a way as to prevent any unnecessary delay and/or inconvenience to the contractors/owner. Before a Certificate of Occupancy (C/O) can be issued, the project under construction must have satisfactorily met all code requirements and any special requirements of the Fire Marshal.

II. Moving of a Building or Structure

For the moving of any building or structure, the fee shall be \$100.00.

III. Demolition of Building or Structure

For the demolition of any building or structures, the fee shall be - \$50.00.

Where work for which a permit is required by this Code is started or proceeded with prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of the International Residential Building Code in the execution of the work nor from any other penalties prescribed herein.