

**PERMIT**

- BUILDING
  - DEMOLITION
  - POOL
  - SPECIAL
- See Conditions



**\*\*OFFICE USE ONLY\*\***

APPLICATION #: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 ID#: \_\_\_\_\_

Application is hereby made for a permit for a building or structure to be erected, constructed, reconstructed, structurally altered or renovated, requiring a building permit be issued by the County Building Commissioner. It is understood and agreed by this applicant that any error, misstatement or misrepresentation, either with or without intention on the part of this applicant shall constitute sufficient grounds for revocation of said permit.

**Type of Work**

- New
- Addition
- Alteration
- Other
  
- Single Family
- Modular
- Mobile DW
- Mobile SW
- Condominium
- Townhouse
  
- Multi Family
- Apartment
- Duplex

**CONTRACTOR/APPLICANT:** \_\_\_\_\_ Property Owner  Yes  No

Current Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Point of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

**LOCATION:** Subdivision: \_\_\_\_\_ Lot #: \_\_\_\_\_ Corner Lot  Yes  No

Address: \_\_\_\_\_

**SQUARE FOOTAGE**

Crawl  Basement  Split Foyer  Concrete Slab  Monolithic Slab

Heated: \_\_\_\_\_ Garage: \_\_\_\_\_  Basement  Attached  Detached

Bonus Room: \_\_\_\_\_  Finished  Unfinished Basement: \_\_\_\_\_  Finished  Unfinished

# Of Floors: \_\_\_\_\_ Bed Rooms: 1 2 3 4 5 # Of Bathrooms: \_\_\_\_\_ **TOTAL SQUARE FEET:** \_\_\_\_\_

**Estimated Cost of Construction (excluding lot value) \$** \_\_\_\_\_

**\*\*Optional Residential Construction Plans Review Requested (Additional Fees Apply)  Yes  No**

Variance Approved by BZA Case BZA- \_\_\_\_\_ - \_\_\_\_\_

**UTILITIES**

City Water or  Water Utility Dist \_\_\_\_\_

City Sewer or  Septic Permit \_\_\_\_\_

CDE or  CEMC

**FLOOD LOT:**  Yes  No Flood Elevation Certificate Required:  Yes  No Flood Floor Elevation (FFE): \_\_\_\_\_

Is there a Floodplain, Stream, or Creek on this property?  Yes  No

**\*\*\*FEMA Elevation Certificate must be submitted prior to final inspection\*\*\***

Lots that lie within the 100 year Flood Area, Minimum Finished Floor Elevation (FFE) including basement, heating and cooling units (HVAC) and duct work shall be a minimum FFE

**COMMERICAL OR INDUSTRIAL** (circle one)

Project Name: \_\_\_\_\_

Total Square Foot \_\_\_\_\_ # Of Floors \_\_\_\_\_ Height Limitations \_\_\_\_\_  Foundation only

Site Review Approval  Yes  No Case # \_\_\_\_\_ State Approved Plans  Yes  No

Plans Review  Yes  No Fee \$ \_\_\_\_\_ Total Project Cost: \$ \_\_\_\_\_ Building Permit Fee: \$ \_\_\_\_\_

**SPECIAL CONDITIONS**

Occupancy Classification: \_\_\_\_\_

**NOTICE:** A building permit shall become void twelve (12) months from the date of issuance unless substantial progress has been made by the expiration date of this permit. Separate permits are required for plumbing, electrical, and/or gas.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to Violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

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Setbacks: F: \_\_\_\_\_ S: \_\_\_\_\_ R: \_\_\_\_\_ Zoned: \_\_\_\_\_

Culvert/Rd Bond \_\_\_\_\_  Electric Permit \_\_\_\_\_

Cluster S/D  Sabre Heliport/Noise Disclosure

**PERMIT FEE:** \$ \_\_\_\_\_

**NAME OF HOUSE PLANS:** \_\_\_\_\_

Signature: \_\_\_\_\_

Contractor/Applicant

Date

**Homeowner-Applicant Affidavit for Building Permit:**  
Questions-If you answer "No" to any of these questions, you do not legally qualify:

1. I am a record owner of the property on which the work is to be performed and this residential structure is for my own individual use and is not for sale, lease or rent and a homeowner permit has not been obtained by me within the last two (2) years.  
 Yes  No

2. I will perform all work for which the building permit was issued, except where otherwise noted, and agree to ensure anyone hired must show proof of license where required by states law (\$25,000 or more for materials and labor.)  
 Yes  No

3. I am not hiring a construction manager to oversee the project listed on this permit.  
 Yes  No

4. I understand that should I cease to act as the owner-builder of the project, and hire a contractor to complete the project, this permit will be voided and the contractor will apply for a new permit.  
 Yes  No

I, \_\_\_\_\_, certify by signing below that I have read the important notices document and understand the requirements and responsibilities that accompany a Homeowner's Permit and that I have truthfully completed this application and that I certify availability of a public sewer or obtainment of a septic permit and all licenses or permits required by state or local ordinance. I am also fully aware of any and all storm water requirements.

\_\_\_\_\_  
 Signature of Property Owner                      Date

For online submissions only: By checking this box, I agree to the above statement and allow this to serve as my electronic signature.

OR

**Contractor's Affidavit for Building Permit:**

**CONTRACTOR NAME:** \_\_\_\_\_

Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Contractor License #: \_\_\_\_\_  
 Classification: BC  BC-A  BC-B   
 CMC  OTHER: \_\_\_\_\_  
 Monetary Limits: \_\_\_\_\_

**APPLICANT SIGNATURE**

I hereby certify that I have completely read the important notices document and truthfully completed this application and that I have complied with the Business licensing and Workers' Compensation laws of the State of Tennessee\*, that I am properly licensed pursuant to T.C.A. Title 62, chapter 16 and I certify availability of a public sewer or obtainment of a septic permit and all licenses or permits required by state or local law or ordinance. I am also fully aware of any and all storm water requirements.

\_\_\_\_\_  
 Signature of contractor/authorized agent                      Date

For online submissions only: By checking this box, I agree to the above statement and allow this to serve as my electronic signature.

\* Questions regarding Workers' Compensation should be directed to the Tennessee Department of Labor and Workforce Development at 615-741-2395 or [www.tn.gov/labor-wfd/comp](http://www.tn.gov/labor-wfd/comp)

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I am an authorized issuing agent and have retained a signed copy of this application in my files.

Issuing Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**R106.1.1 Information on construction documents.** *Construction documents* shall be drawn upon suitable material. Electronic media documents are permitted to be submitted when *approved* by the *building official*. *Construction documents* shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the *building official*. Where required by the *building official*, all braced wall lines, shall be identified on the *construction documents* and all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels, foundation requirements of braced wall panels at top and bottom shall be provided

One (1) complete set of plans include:

- 1) Shall be to scale and legible, and no smaller than  $\frac{1}{4}'' = 1'-0''$  shall be used for the floor and foundation plans.
- 2) FOUNDATION LAYOUT: 1) Perimeter Footing 2) Pier Locations  
3) Floor joist series/grade, spacing, size and joist direction.
- 3) FLOOR PLAN FOR EACH STORY: 1) Footprint of each story 2) Door & Window location and size 3) Wall Height 4) Eave to Ridge Height 5) Show all interior & Exterior dimensions 6) Floor joist series/grade, spacing, size and joist direction.

Disclaimer\* The purpose of the of the preceding plan submittal criteria is to serve as an aid to the building inspectors who are performing field inspections. The information presented above is the basic requirements for residential construction and any accessory structures and is not to be relied upon for the complete requirements for a residential plan review. Plans will not be reviewed for code compliance unless requested for by the applicant and all applicable fees are paid.

I have read and agree to comply with the above information.

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Signature of Applicant or Responsible Party





MONTGOMERY COUNTY GOVERNMENT  
BUILDING AND CODES DEPARTMENT  
350 Pageant Lane, Suite 309  
Clarksville, TN 37040  
Phone 931-648-5718 Fax 931-553-5121

## BUILDING PERMIT EROSION CONTROL AND POLLUTION PREVENTION REQUIREMENTS

The Tennessee Department of Environment and Conservation (TDEC) and Montgomery County have requirements that **must** be followed on **all** construction sites in Montgomery County. **All land disturbing and construction activities shall employ erosion control measures to limit erosion to the maximum extent practicable in order to prevent sediment from leaving the site by storm water runoff, vehicular traffic, or construction related activities.**

- Any mud or gravel that is tracked into the street by construction traffic must be removed at the end of the day. If the mud and gravel becomes a traffic hazard, the street must be cleaned immediately.
- Dirt piles must be contained with silt fence or other erosion control barriers so that the soil stays out of sinkholes, caves, injection wells and streams. Soil must be prevented from leaving the construction site. If dirt is to be stored for more than 14 days it must be covered or stabilized (seed and straw, mulch, etc.) to prevent erosion.
- Bare soil must be stabilized with sod, seed and straw, mulch, etc. as soon as possible.
- Slopes must be stabilized with sod, erosion control blanket/matting, hydroseeding, etc. as soon as possible.
- Storm drains must be protected to prevent trash and mud from being washed in by runoff.
- Paint, wash water, chemicals, petroleum, antifreeze and concrete waste must be disposed of properly to prevent these pollutants from entering storm drains or streams. (you can be fined)
- Stormwater controls (headwalls, channels, pipes, detention ponds, etc.) must be kept clear and in proper working order.
- Trash and construction debris must be contained on site. It is a violation of TDEC regulations to burn trash and construction debris (you can be fined).
- Water quality buffers must be marked and maintained along streams and around wetlands, sinkholes, caves and injection wells.
- County stormwater regulations can be found at: <http://www.mcgtn.org/stormwater/forms>. Please direct any questions to the Building and Codes Stormwater Section.

I certify under penalty of law that I have reviewed this document and will comply with all Montgomery County Stormwater regulations. Failure to comply may result in the issuance of stop work orders, revocation of building permits and other penalties until the site is in compliance with all Montgomery County regulations.

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Name (Print)

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Signature

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Date