

HARTSVILLE/TROUSDALE COUNTY
BUILDING PERMIT APPLICATION

328 Broadway, Room 1
 Hartsville, TN 37074
 (615) 374-1125 office | (615) 374-1100

A copy of the items checked below must accompany application for permit to be issued:

Applicant: _____ *Phone:* _____ *Email:* _____

- _____ 1. **Recorded Warranty Deed to the Property.** If Parcel is in a platted and recorded subdivision, a copy of the recorded plat must accompany this application.
- _____ 2. **Septic Approvals.** A Valid permit, or if on City Sewer System, a paid receipt for tap fees.
- _____ 3. **Site Plan.** Must show the following information:
 - a. Dimensions and size of lot
 - b. Size and location of proposed building
 - c. Distances from each property line
 - d. Location of any existing buildings
 - e. Any easements on or to the property
 - f. Road frontage on street the property is accessed from
- _____ 4. **Copy of Contractor License and Proof of Workers Comp Insurance or Homeowner Affidavits**
- _____ 5. **Construction Plans.** One (1) complete set of working drawing. If the permit is for a mobile home or detached structure, a copy of the floor plan layout including exterior dimensions.
- _____ 6. **Property Address.** All new construction must have a correct address issued from the 911 Board.
- _____ 7. **Signed copy of the Inspection Procedure notice.**
- _____ 8. **Affidavits:** _____ As requested
- _____ 9. **Payment of \$** _____ *(to be determined by Building/Codes Inspector)*

FOR OFFICE USE ONLY

Zoning District:	AG	_____ R1	_____ R2	_____ R3	_____ C1	_____ C2	_____ M1	_____ M2	_____
Lot Size	_____				Replacing Existing	_____			
Required Setbacks	Front	_____	Side	_____	Rear	_____	Sewer/Septic	_____	
Flood Plain Area	YES	_____	NO	_____	Flood Map Reference:	_____			
Planning Commission Approved	_____			by	_____		BZA Approved	_____	
		<i>Date</i>			<i>Signed</i>			<i>Date</i>	
Permit Approved on	_____			by	_____		Conditions	_____	
		<i>Date</i>			<i>Initials</i>				
Permit Denied on	_____			by	_____		Reason	_____	
		<i>Date</i>			<i>Initial</i>				
Permit Fee Amount	_____			Taxation Area:	Urban	_____	County	_____	
Impact Fee Amount	_____			Construction Value	SqFt	_____	x	_____	=
Misc Fees or Fines	_____								
Total Due	_____				Zoning/Building Official Signature	_____			<i>Date</i>