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NOTICE

AS OF JANUARY 1, 2021, TO OBTAIN A BUILDING PERMIT

THE FOLLOWING ITEMS WILL BE REQUIRED

- TAX CARD
- TAX MAP

AVAILABLE AT ASSESSORS OFFICE 3rd.
FLOOR OF COURTHOUSE ANNEX

- SEPTIC TANK PERMIT
OR
CERTIFICATE OF VERIFICATION

APPLICATION, PERMIT AND VERIFICATION
THROUGH TDEC-COLUMBIA:
TN.GOV/environment/permit-
permits/water-permits1/septic-permits-
permits/ssp/permit-water-septic-system-
construction-permit.html

- COMPLETED SCHOOL FACILITIES
TAX FORMS

THESE FORMS WILL BE COMPLETED IN
THE OFFICE (ZONING/BLDG) AND
NOTARIZED. THE OWNER OF THE
PROPERTY AS STATED ON THE TAX CARD
MUST SIGN THESE FORMS.

- DRAWINGS OF BUILDING:
 1. FOUNDATION
 2. FRAMING (AT LEAST FLOOR)
 3. FLOOR PLAN
 4. ELEVATION

ADDITIONAL and/or PROFESSIONAL
DRAWINGS MAY BE REQUIRED IF SPECIAL
CONDITIONS EXIST. **A 3 DAY WAITING
PERIOD MAY BE REQUIRED UNDER
CERTAIN CIRCUMSTANCES.**

- ADDRESS – 911
911 Addresses shall not be issued
Without proof of a valid building permit.

PHILL NOEL (911) 684-3411

- COPY OF CONTRACTORS LICENSE AND PROOF OF WORKERS
COMPENSATION COVERAGE (Unless the owner applies for the permit).