



City of Friendsville

Commercial Building Permit Application

Permit Number: _____

Job Address: _____

Parcel Number: _____ Lot Size: _____

Applicant Information:

• Property Owner: _____ Phone: _____

• Contractor: _____ Phone: _____

Address: _____

TN License #: _____ Email: _____

• Project Manager (if different): _____ Phone: _____

• Architect/Engineer: _____

TN Reg. #: _____ Phone: _____ Email: _____

• Permit Holder: ☐ Contractor ☐ Owner

Permit Type (check one or more):

☐ New Construction ☐ Alteration to existing building ☐ Addition (to building)

☐ Building Demolition ☐ Commercial Pool* ☐ Commercial Fence* ☐ Other: _____

*See requirements.

Project Details:

• Building Footprint Area: _____ sq. ft.

• Height: _____ ft Stories: _____

• Zoning District: C1 C2 M1



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Required Submittals:

- 2 sets of sealed architectural and engineering drawings and one (1) copy of Specifications.
- 2 copies of site plan/sketch showing boundaries, structure location, and setbacks

Permit Fees

*Fee is based on total square footage, plus a flat fee of \$275.00, with the individual cost per sq. ft

Project Type	Flat Fee	Rate per sq. ft.
New Construction	\$275	\$1.25
Alteration to Building	\$200	\$0.50
Fence	\$125	–
Pool	\$125	–
Demolition	\$175	–

Applicant Statement:

I certify that all information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any false or misleading information may result in delay, denial, or revocation of permits or approvals related to this request.

I further affirm that the proposed project will be carried out in full compliance with all applicable local, state, and federal codes, ordinances, and regulations, including zoning, building, and environmental requirements. I acknowledge that I am responsible for obtaining all necessary permits and approvals before beginning any site work or construction.

If I am not the legal owner of the property, I confirm that I have obtained the property owner's full permission and written authorization to submit this application and to act on their behalf throughout the approval process.

By signing below, I agree to cooperate with city staff, inspectors, and relevant authorities as needed and to provide any additional documentation or information required to complete the review process.

Applicant Signature: _____ Date: _____

(If Co-Applicants) _____ Date: _____



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Mandatory Construction Compliance Notice

Adhere to the following requirements strictly. Failure to comply may result in immediate suspension or revocation of permits, issuance of stop-work orders, and/or financial penalties, including cleanup and enforcement costs.

- **Verification of Construction Cost:** A signed contract or written verification of total construction costs must be submitted prior to permit approval. Estimates or verbal confirmations will not be accepted.
- **Septic System Documentation:** A valid septic permit must be obtained from the Blount County Department of Environmental Health. A copy must be provided to the city prior to commencement of any site work. Contact Environmental Health at (865) 681-9502.
- **Street and Roadway Cleanliness:** The applicant is fully responsible for maintaining public and private roadways adjacent to the project site. Streets must always be free from dirt, mud, gravel, rock, and other debris. Immediate cleanup is required, and any violation may result in permit revocation and assessment of cleanup costs to the applicant.
- **Drainage and Ditch Maintenance:** Existing drainage features such as ditches, swales, and culverts must be preserved and properly maintained. Alterations that impede drainage or contribute to runoff or erosion will not be tolerated.
- **Driveway Paving Standards:** All driveway entrances must be paved with a hard surface material for a minimum of 15 feet from the edge of the roadway or to the full width of the public right-of-way, whichever distance is greater. Gravel or unfinished surfaces in this area are prohibited.
- **State Highway Access Requirements:** Driveway access to state-maintained roads, including Highway 333, requires a Tennessee Department of Transportation permit. Applicants must contact TDOT at (865) 594-2456. The street cleanliness and paving standards outlined above also apply to state routes.
- **Importing Fill or Material:** Projects requiring the import of more than 200 cubic yards of off-site fill material must ensure that the material is clean and free of hazardous waste, toxins, demolition debris, or other contaminants. The City reserves the right to request documentation verifying the material source and contents.

Quick Contact Reference

1. City Planning – Jordan Rockwell: 865-273-6003
2. Permits & Codes – Barry Ottinger: 865-995-2831 (press 4)
3. City Hall (City Limits & Utilities): 865-995-2831 ext. 102
4. Blount County Health (Septic – Gary Ferguson): 865-681-9502