



# City of Friendsville

## Residential 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 Home ☐ Remodel ☐ Addition (home/garage) ☐ Relocation

☐ New Garage\* ☐ Workshop/Shed\* ☐ Fence\* ☐ Pool\* ☐ Other: \_\_\_\_\_

\*See requirements.

### Project Details:

• Building Footprint Area: \_\_\_\_\_ sq. ft.

• Height: \_\_\_\_\_ ft Stories: \_\_\_\_\_

• Proposed Use: ☐ Single-Family Residential ☐ Accessory

• Zoning District: \_\_\_\_\_



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## Required Submittals:

- 2 sets of sealed construction plans and 1 set of specifications
- 2 copies of site plan/sketch showing boundaries, structure location, and setbacks
- Septic permit from Blount County Environmental Health (865-681-9502)

## Permit Fees

Project Type	Flat Fee	Rate per sq. ft.	Notes
New Home	\$275	\$0.75	Based on total sq. ft.
New Garage	\$200	\$0.50	Applies to areas over 601 sq. ft.
Remodel	\$200	\$0.50	Room area only
Workshop/Shed	\$75	–	Required: over 400 sq. ft.
Fence	\$55	–	Wood, metal, galvanized
Pool	\$55	–	Fence + electrical required
Demolition	\$100	–	

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## 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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## Office Use Only:

- Received by: \_\_\_\_\_ Date: \_\_\_\_\_
- Total Fee: \$ \_\_\_\_\_
- Payment Type: ☐ Cash ☐ Card ☐ Check # \_\_\_\_\_
- Approved by Codes Dept.: \_\_\_\_\_
- Date of Approval: \_\_\_\_\_

## Important Site Requirements

Failure to comply with the following requirements may result in stop-work orders, fines, or permit revocation:

**Roadway Cleanliness:** Contractors and property owners are responsible for ensuring that adjacent roads remain free of dirt, gravel, mud, and construction debris at all times. If tracking or dumping occurs, immediate cleanup is required.

**Setback Verification:** All building corners must be clearly staked or marked on-site before inspection to verify compliance with required setbacks. Construction without proper verification may result in removal or relocation at the owner's expense.

**Drainage Requirements:** Adequate site drainage must be maintained throughout construction. Install and maintain culverts, pipes, or other approved drainage solutions to prevent runoff onto neighboring properties or roadways.

**Driveway Paving Requirement:** Driveways must be paved a minimum of 15 feet from the edge of the roadway or to the Right-of-Way (ROW) limit, whichever is greater. Temporary surfaces (e.g., gravel) beyond this point must be stabilized.

**TDOT Driveway Permits (Hwy 333):** All driveways connecting to Highway 333 require prior approval and a Tennessee Department of Transportation permit. Before beginning any access work, contact TDOT Region 1 at (865) 594-2456.

**Imported Fill Material:** Any dirt or fill material brought onto the site in excess of 200 cubic yards must be clean and free of contaminants, including but not limited to demolition waste, hazardous materials, or invasive plant species. Proof of source and material quality may be required.

## 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