WILLIAMSON COUNTY BUILDING CODES

1320 WEST MAIN STREET, SUITE 400 FRANKLIN, TN. 37064 (615) 790-5718

STEPS IN OBTAINING A BUILDING PERMIT

1. ZONING CERTIFICATE – Completion of the Zoning Certificate form will identify the property's Zoning District and setback requirements, and will outline any additional requirements to be met prior to the issuance of the Building permit. This form is issued by the **Wmsn. Co Planning Dept., Suite 400 (615-790-5725)**

2. SEPTIC PERMIT- Present a copy of the completed Zoning Certificate to the Environmental Dept. (Sewage Disposal) for processing of the application for Septic Permit. Allow 10-14 working days for the field work and recommendation process to be completed. **Environmental Dept., Suite 411 (615-790-5751)**

3. LAND DISTURBANCE PERMIT- Contact **Wmsn. Co. Engineering Dept., Suite 400 (615-790-5809)**

4. **CONTRACTOR'S ONLY:**

   CERTIFICATE OF WORKER'S COMPENSATION INSURANCE AND COPY OF CURRENT CONTRACTOR'S LICENSE ARE REQUIRED AT SUBMITTAL

**After a complete submittal, your paperwork will be forwarded to each department within Community Development for approvals. Once approved, it will then be forwarded to the Building Codes Dept. for structural review.

****Please allow 3 – 5 working days *after the structural review* for permit processing, during which time you will be contacted by Building Codes to schedule an appointment for payment of fees and issuance of permits.**

PLAN SUBMITTAL REVIEW WORKSHEET

- ☐ FOUNDATION LAYOUT
- ☐ PIER LOCATION
- ☐ FOOTING AND WALL SECTION DETAIL
- ☐ ELEVATIONS (FRONT, REAR AND BOTH SIDES)
- ☐ FLOOR PLAN DRAWN TO SCALE

STRUCTURAL DRAWINGS AND FRAMING DETAILS

1. FIRST FLOOR STRUCTURAL FRAMING PLAN

- ☐ LOCATE ALL LOAD BEARING WALLS
- ☐ BEAM LOCATIONS, SIZES, CALCULATIONS TO BE INCLUDED
- ☐ JOIST DIRECTION, SIZE, SPACING AND SERIES/GRADE
- ☐ LOCATION OF ALL LOAD TRANSFER BLOCKING
- ☐ HANGER LOCATION, SPECS AND NAILING REQUIREMENTS

2. SECOND FLOOR STRUCTURAL FRAMING PLAN

- ☐ LOCATE ALL LOAD BEARING WALLS
- ☐ BEAM LOCATIONS, SIZES, CALCULATIONS TO BE INCLUDED
- ☐ JOIST DIRECTION, SIZE, SPACING AND SERIES/GRADE
- ☐ LOCATION OF ALL LOAD TRANSFER BLOCKING
- ☐ HANGER LOCATION, SPECS AND NAILING REQUIREMENTS

3. CEILING/ATTIC LEVEL STRUCTURAL FRAMING PLAN

- ☐ LOCATE ALL LOAD BEARING WALLS
- ☐ CEILING JOIST SIZE AND DIRECTION
- ☐ ROOF LOADING - POINT LOADS, LINE LOADS
- ☐ BEAMS - SIZE AND CALCULATIONS

4. ENERGY CODE COMPLIANCE 2006 IECC

- ☐ **RESCHECK**

http://www.energycodes.gov/rescheck
THIS IS THE DOWNLOAD VERSION (EASIEST), FILL IT OUT UNDER THE **2006 IECC**

http://www.youtube.com/watch?v=V7gp1mqbiBM
LINK TO YOUTUBE VIDEO TUTORIAL

http://www.tnenergycodes.com/
TN WEB TUTORIAL, GO TO ONLINE LIBRARY

5. SPRAY FOAM INSULATION

- ☐ ADDRESS OF JOB
- ☐ NAME OF FOAM PROPOSED (OPEN OR CLOSED CELL)
- ☐ LICENSE AND CERTIFICATE OF INSURANCE
- ☐ THICKNESS TO BE SPRAYED
- ☐ AREA TO BE SPRAYED
- ☐ CURRENT ES REPORT