



BRADLEY COUNTY RESIDENTIAL PRE-PERMIT APPLICATION

App. Date
 ____ / ____ / ____

1. PROPERTY OWNER INFORMATION

Property Owner Name or Business Name		Phone	
		Cell	
Owners Street Address	City	State	Zip

2. GENERAL CONTRACTOR INFORMATION

According to Tennessee State Law you may construct one home every two years acting as your own contractor. If the intent is to sell, you must use a licensed contractor. TCA 62-6-103(2)(B). If licensed contractor, please provide the following:		Is owner acting as Contractor? <input type="checkbox"/> YES <input type="checkbox"/> NO If acting as your own, month and year of last home built by you:	
General Contractor for Job:		Name as it appears on license:	
License No	Classification	Limit	Expiration
Street Address		City	Zip
		Phone	
		Cell	

3. PROPERTY INFORMATION

Tax Map	Group	Parcel	Subdivision & Lot No.
Name of Road or Street accessing property:			
List existing structures (if any) on property and addresses to them if applicable. Indicate what the structure is (House, Single Wide, Double Wide, Barn, Shed, accessory Bldg, etc.)			
Are you replacing an existing structure?		If yes, existing structure type and address	

4. BUILDING INFORMATION

Improvement Type: <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Relocation	Proposed Use: <input type="checkbox"/> House <input type="checkbox"/> Duplex <input type="checkbox"/> Garage <input type="checkbox"/> Accessory Bldg <input type="checkbox"/> Barn <input type="checkbox"/> Garage Apt <input type="checkbox"/> Other _____	Frame Type: <input type="checkbox"/> Wood <input type="checkbox"/> Masonry <input type="checkbox"/> Steel <input type="checkbox"/> Concrete <input type="checkbox"/> Other	No. of Stories <hr/> No. Bedrooms <hr/> Total Heated Area (sq ft) 1st Floor <hr/> 2nd Floor <hr/> Basement <hr/> Garage <hr/> Total Barn/Accessory Bldg Sq Ft
Estimated Value	If Spec, sales value including land/lot?		

5. PLUMBING INFORMATION

As of January 1, 2006, plumbing permits are to be obtained by State Licensed Plumber unless homeowner is acting as their own contractor.

Enter the Number of Fixtures Being Installed, Replaced or Repaired

	Tubs/Showers		Bidets		Washers	Water Supplier
	Sinks		Dishwasher		Disposal	Sewage Disposal:
	Toilets		Water Heater		Laundry Tub	Sewer: Septic:
Name of Plumbing Contractor?						Phone:

6. PRE-CONSTRUCTION CHECKLIST

Initial that you have read and understand the following items must be accomplished BEFORE construction begins for this site:

_____ Silt fence or other sediment barriers has been properly installed along topographical contours down slope of the area to be disturbed prior to any grading, clearing, excavation and/or any other construction activity in which earth will be disturbed. Soil, sand, rock or other debris will be kept off the roads and storm drains. If for any reason some escapes the construction site, the debris must **IMMEDIATELY BE PHYSICALLY REMOVED**. Excavated topsoil to be reused must be stockpiled and encircled with **PROPERLY** installed silt fencing.

_____ This site shall contain a temporary stone construction entrance that shall be used by all traffic to access the site. The stone shall be 3/4 to 3 1/2 inch in diameter and shall be kept clean by adding more stone if needed. The minimum depth will be six (6) inches, width of twenty (20) feet, length of not less than thirty five (35) feet. (Fifty (50) feet preferable.

Check that you have read and understand the following:

_____ Vegetative buffers or other protection must be provided along streams, rivers and ponds to avoid erosion of banks.

_____ Stabilization measures must be performed within seven (7) days in portions of the site where construction activities have temporarily or permanently ceased, and within fifteen (15) days after final grading.

_____ Designated areas such as non-disturbance forested buffers must be marked off and protected. Heavy equipment should not be operated or stored, nor materials handled or stored, within these areas.

_____ Sediment that has escaped the construction site and has collected in the street or drainage structures must immediately be physically removed. Sediment must be removed from sediment barriers, ponds and other sediment controls when design capacity has been reduced by 33%.

_____ Building and waste materials and non storm water discharges such as concrete, paint wash water, or machinery leakage or spillage must be managed to prevent them from entering the storm water system, ground water or nearby water body.

_____ BMP's (Best Management Practices) must be inspected by a qualified person who has passed and approved erosion and sedimentation course.

_____ Erosion prevention and sediment controls must be inspected before a rain event, weekly and 24 hours after .25" rain event.

_____ The permittee shall maintain record of such checks and repairs. These records must be kept on site or in the office of the responsible person and available for review at any time by Stormwater personnel or Building Inspections.

7. WORKERS COMPENSATION

Under Tennessee Code Annotated 13-7-211 you are required to provide proof of workers' compensation insurance before a building permit can be issued. If you meet the criteria for exemption you may complete the following affidavit in lieu of submitting the Workers' Compensation Certificate.

AFFIDAVIT OF EXEMPTION FOR WORKERS' COMP

(UNDER TCA 13-7-211)

I, the undersigned, hereby swear of affirm that I am applying for a building permit from the Planning, Engineering & Building Inspections Department of Bradley County, Tennessee and am exempt from the requirements of TCA 13-7-211 (proof of workers' compensation insurance) because:

(Check One)

I am not required to obtain coverage under the Tennessee Workers' Compensation Law, TCA §50-6-104 through 113: (*Sole proprietor with no employees*); or

I am performing work on my own property in my own county of residence; (*Homeowner performing all work themselves*); or

I am directly supervising work on my own property in my own county of residence; (*Homeowner acting as their own contractor*).

I am **NOT** exempt and a copy of my current workers ompensation certificate is on file with your office or is attached to the pre-permit.

8. SIGNATURE & CERTIFICATION

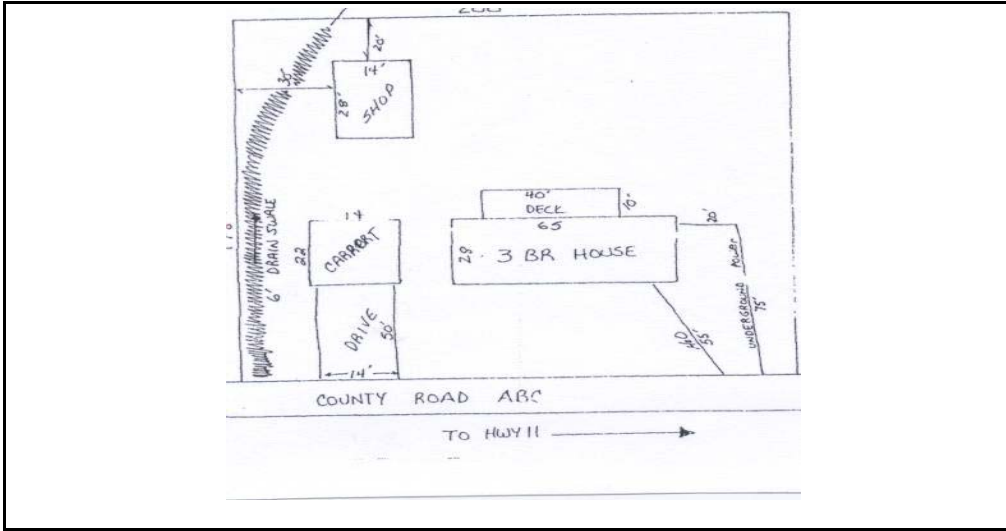
I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable requirements of Bradley County. In addition, if applicable permits for work described in this application are issued, I certify that the inspector or the inspector's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) or policies applicable to such permit. I understand these requirements will be inspected and enforced by Bradley County and failure to comply may result in the

Signature of

Applicant: _____ Date: _____

This sheet may be used to draw site sketch

EXAMPLE





Bradley County Building Inspections

Permitting Information for Residential Construction



155 Broad Street, NW
Cleveland, TN 37311

Phone: 423.728.7106

Fax: 423.478.8884

Website: www.bradleyco.net

Checklist for Residential Building Permit

- Completed pre-permit application
- Initialed and signed back of pre-permit regarding erosion/sediment control measures
- Prepared site sketch according to example
- Completed septic application for submittal and submitted fee (allow 10—14 days for inspection & diagram)
- Septic approved and diagram returned to Building Inspections Department

You are now ready to purchase your building permit.



Department Information

Don Wyatt, Inspector dwyatt@bradleyco.net

Tina Rice, Inspector trice@bradleyco.net

Theresa Cook, Secretary took@bradleyco.net

Office Hours:

Monday thru Thursday 8:30 am—4:30pm

Friday 8:30am—5:30pm

Other Numbers:

Stormwater Phone No. 423.728-7102

Planning Phone No. 423.728.7105

TDEC (Septic) Phone No. 423.479.0597
(8:00am—9:00 am only)

Fire Inspector 423.728.7068

Electrical Inspectors

Dan Wilson (NW SW areas) 423.472.8327
(8:00am—9:15 am)

Larry Guy (NE SE areas) 423.338.1628
(7:30am—8:30 am)

Codes & Editions

SBC CI 1999 Edition, excluding Chapter 11 including Appendix A, B, D & H

2000 International Plumbing Code

1999 Standard Fire Prevention Code

1997 Standard Housing Code

1985 Standard Unsafe Building Abatement

2000 NFPA 1 Fire Prevention Code

1999 Edition Volume 1-C North Carolina State

PERMITTING PROCESS FOR RESIDENTIAL

All permits for the county may be purchased through the Bradley County Building Inspectors Office except those on Cleveland Utilities. If you are serviced by CU for power or water you will purchase the electrical or plumbing permit from the city and inspections will be performed by the city. Their number is 479-1913.

Pre-Permit Application: This process has been implemented to insure the proper information is obtained and reviewed before any permits may be issued. The pre-application is used to determine property zoning, county road frontage, flood map and storm water information. You will be asked the square footage of the home (heated living space and unheated space such as garage or basement area), contractor information (whether acting as your own or hiring a licensed contractor), and plumbing information (how many fixtures). All information obtained will be used to generate your building permit. You will also be requested to provide a site sketch of the property showing lot dimensions, approximate home location and home dimensions, any drives and/or paved areas around the home including decks, pool and/or patios, any other structures on the property and any required drains or swales around the home site and their discharge points. This sketch is used by both the building inspections office and the Department of Environment and Conservation. Although this sketch does not have to be to scale, be as accurate as possible with your information to prevent errors.

Septic Permit: This application is to the State of Tennessee Department of Environment and Conservation (TDEC). The fee for a new septic application effective 2/6/06 is \$250. A Certificate of Verification on an existing system is \$100.00. Either is payable to Treasurer, State of Tennessee. Prior to inspection, the property lines as well as the four corners of the home will need to be staked. An inspector for the Department of Environment and Conservation will review the property and issue a diagram of where the septic tank and field lines will be located. If hooking on to an existing septic system, you will apply for a Certificate of Verification on your existing septic system. The average inspection time for

either is 10-14 days after application. Once the diagram is complete or the Certificate of Verification has been approved and returned to the Building Inspectors Office, you may obtain a copy of the diagram or the letter and then obtain your building permit. Should you have any questions the number to this department is listed under Other Numbers in this brochure.

Building Permit: In the State of Tennessee an individual may build a home once every two years and act as the contractor. The intent is to live in the home, not to sell it. Otherwise you must use a licensed contractor to do your work. The licensed individual is required to obtain the permit. This establishes responsibility under their license for the work performed and provides you with recourse through the State Licensing Board should there be a problem. The fee for this permit is based on the valuation of the home. Value as defined by the 1999 Standard Building Code is the cost to replace the building in kind. You will be issued your address when you obtain this permit. If replacing an existing residence, you will be issued the existing address after verification. Building permit fees are determined on valuation provided by applicant.

Land Disturbance Permit: The fee for this permit is \$50 up to and including one acre; \$25 for each additional acre disturbed. This will be included on your building permit. This permit is required in accordance with the stormwater policy adopted by Bradley County. The land owner or contractor is responsible for ensuring no dirt, silt, debris, etc. exits the site and enters onto an adjoining property owner, onto streets or roads or into our waterways.

Electrical Permit: You may obtain as homeowner if constructing your personal residence. Again, if using a licensed electrician the licensed individual is required to obtain the permit. The fee for this permit varies depending on what you require. Typically we sell a 200amp Temporary, Rough-In and Final. That averages \$84. If you require an HVAC permit (should be obtained by licensed installer) they are \$30. Checks should be made payable to Bradley County. The electrical inspectors for the State are: SE or NE area- Larry Guy 338-1628 he may be reached Monday-Friday 7:30am - 8:30am SW or NW area- Dan Wilson 472-8327 he may be reached Monday - Friday 8:00am - 9:15am

Plumbing Permit: You may obtain as homeowner if constructing your personal residence. Otherwise, a licensed plumber is required to obtain the permit. The fee is based on the amount of fixtures installed. A standard county plumbing permit usually averages \$35 - \$45.

INSPECTIONS

Inspections are required to be phoned into the office a day in advance so we may schedule accordingly. All permits must be obtained prior to any inspections.

Please provide the following information when scheduling inspections:

- Permit Number
- Address or subdivision & lot number
- Type of inspection requested
- Name permit is recorded under
- Your name or company name
- Phone number where you may be reached

The required inspections per the building code are:

- Footing—Before concrete is placed. Excavation, rebar, grade stakes & bulkheads are complete
- Basement w/Slab Plumbing—Before gravel or concrete is poured
- Rough-in Framing—Once rough electrical & rough plumbing are complete. Before insulation or sheetrock
- Rough-in Plumbing—At same time as rough framing, with water or air test. Before insulation or sheetrock
- Final Inspection—When all items are complete, all plumbing fixtures have been set and final power and water are on. Home is ready for occupancy.

SETBACK REQUIREMENTS

It is the responsibility of the owner or contractor to verify compliance with required setbacks. These are determined from actual property line (NOT) curb of road. Lots located on curved roads or adjacent to a cul-de-sac should be surveyed. County residential setbacks are:

Front 25' Side 10' Rear 15' Corner Lot 25'