

Accessory Building and Garage Permit Application Checklist

Please fill out the application in its entirety and provide all requested documents before submitting.
This will prevent your application from being delayed due to lack of information.

Application Requirements:

- Building Permit Application
- Site Plan
- Floor Plan

Documents for Permit Issuance (Office Will Provide):

- Setback Disclaimer
- Accessory Building Disclaimer
- Inspection Checklist(s)

Please note that failure to pass an inspection twice will result in an additional \$25 fee for additional inspections.

CONTRACTORS: Additional Required Documentation for Permit Issuance:

- Current Copy of Contractor's License
- Proof of Worker's Comp & Liability Insurance or Exemption from TN
- Current Copy of Plumber's License (minimum LLP) *Under T.C.A. 62-6-402

This information will be kept on file and must be renewed before a permit will be issued.
We cannot issue permits to contractors with expired/incomplete documentation.

If construction begins prior to the issuance of a permit, permit fees will be **doubled**.



HAMBLEN COUNTY PLANNING COMMISSION
ACCESSORY BUILDING / GARAGE PERMIT APPLICATION

Phone: 423-581-1373 / Fax: 423-587-7089

Date:

Name of Applicant:	
Current Mailing Address:	
Phone #:	Cell #:

Builder's Name (if different from above):	
Builder's Mailing Address:	
Phone #:	Cell #:

Property Address:
Subdivision Name:

(Office will complete this section.)				
Lot Number(s):	Tax Map:	Group:	Parcel:	District:
Zone:	Setbacks-	Front:	Sides:	Back:

Building Type:	Accessory Building <input type="checkbox"/>	Garage, Attached <input type="checkbox"/>	Garage, Detached <input type="checkbox"/>
	Size (Dimensions): _____		Sq. Ft. _____

Will footings/foundation be constructed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will a new driveway be created?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will there be land disturbance/excavating performed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please provide description: _____		

Cost of Actual Construction: \$ _____
<i>(Labor and materials only: do not include septic, land, or excavation costs. This figure is required for state report.)</i>

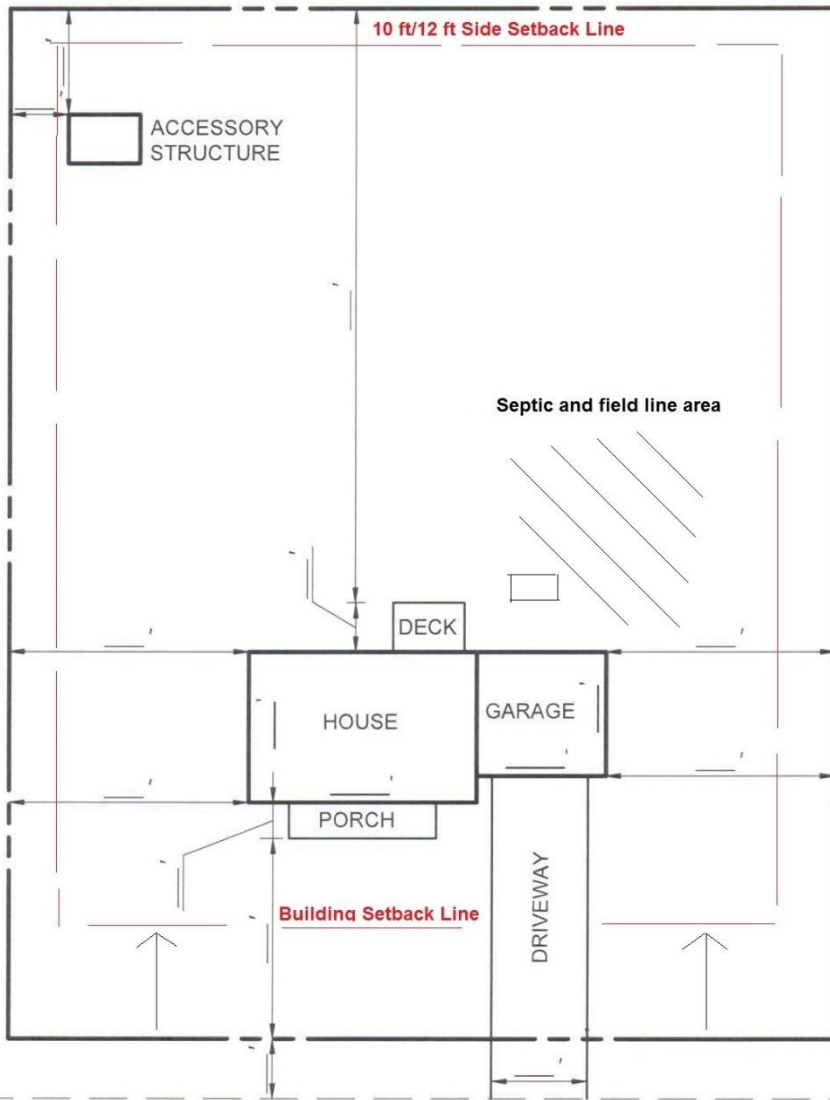
Square Footage will be calculated as follows:			
Accessory Building / Garage (Attached, Detached)	Sq. Ft.=	X \$0.25=	\$
Plumbing (from next page)			\$
Mechanical / Gas (from next page)			\$
Stormwater <i>(to be determined by the Stormwater Department, based on project)</i>			\$

Total:	\$
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Sample Site Plan

Please use this page or draw your own on the back.

PLEASE IDENTIFY ANY DRAINAGE
EASEMENTS, PONDS, STREAMS OR
WETLANDS.



STREET NAME: _____

RESIDENTIAL LOT SITE PLAN

SUBDIVISION AND LOT: _____
ADDRESS: _____

Accessory Building Regulation/Restrictions

6.11 Accessory Building Regulations/Restrictions (July 20, 2017)

- A. All accessory buildings shall be located in the **rear or side** of the tract/lot unless the tract/lot is over three acres in which case the accessory building can be located anywhere on the lot. No accessory building on tracts/lots less than three acres shall be greater than 25 percent (25%) of the rear yard measured ten feet from rear of existing structure, ten feet from both sides and rear lot lines. For properties that have no structure, the accessory building shall be deemed the principle structure and shall meet all setback requirements of the principle structure. Location of utility lines and/or septic field and duplicate lines shall be the responsibility of the owner and submitted with the application for a building permit. No accessory buildings shall be placed over utility or field lines. **A site plan shall be submitted for all accessory buildings; however, a site plan for an accessory building on a lot over three (3) acres shall be submitted to the planning commission for review and approval.** No variances will be permitted on any accessory buildings regarding size of building, location or setbacks. (Resolution 17-15)

Owner/Authorized Agent

Date