



# SINGLE FAMILY RESIDENTIAL PERMIT

## Steps to Pull Permit

### 1. What to bring

- Smyrna Planning Department must have a copy of filed plat
- One set of building plans
- “Paid” copy of Development Tax – paid at Rutherford County
- Estimated Construction Cost
- Current copy of Tennessee Contractors License (not necessary if already on file)
- Current copy of Workers Comp Certificate (not necessary if already on file)
- If it is a corner lot – know which street the house will face
- If permit will be in homeowner’s name, you must fill out a TCA form stating that you will be restricted from constructing another residence for personal use for a period of two years.

## FEES

### 2. Development Tax

- Paid at Rutherford County in Murfreesboro - #1 South Public Square
- Call the County Codes Department for amount – (615) 898-7734
- Pay before permit & bring “Paid” copy of Development Tax to Smyrna

### 3. Permit Fees

- Permit Fees – Residential
  - Residential Fee - **\$.30 cents** per square foot – (minimum \$30.00)
  - Requires a separate electrical permit – for info call (615) 896-6117

### 4. Utilities Tap Fees

- Gas, Water, Sewer – Call Utilities Department (615) 355-5740 for amount
  - . Fee must be paid before final inspection is started.

### 5. Electrical Permits

- Call (615) 896-6117

### 6. Impact Fees

- Fee must be paid before final inspection is started.
- Must be on a separate check from the permit & tap fees.
- Fee is: Single Family - \$1,701.00; Multi Family - \$1,160.00 per unit; Mobile Home - \$1,197.00
- Contact Kevin Rigsby with questions (615) 355-5706.



# **SINGLE FAMILY RESIDENTIAL PERMIT INFORMATION FAX FORM**

**Fax # (615) 355-5781**

Please fill out and fax to Jennifer Bizarri. Phone #: (615) 355-5704

## **Contractor Information**

Who is the Contractor?: \_\_\_\_\_

If you have not pulled permits in Smyrna before or if you have a renewed copy of  
Contractors License or Workers Comp – Please fax to 615 355-5781.

Contact Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

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## **Lot Information**

Subdivision: \_\_\_\_\_ Lot Number: \_\_\_\_\_

*If it is a corner lot which road does house face?:* \_\_\_\_\_

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## **Plans / Square Footage**

If it is a new plan please fill in the following Square Footage and bring a copy of the plan.

Floor One Living Area: \_\_\_\_\_ (a)

Floor Two Living Area: \_\_\_\_\_ (b)

Porch Area & Deck Area: \_\_\_\_\_ (c) (Total a+b+c = \_\_\_\_\_ )

Garage: \_\_\_\_\_ (d)

Basement: \_\_\_\_\_ (e)

Bonus Room: \_\_\_\_\_ (f)

Total: \_\_\_\_\_ (Add Lines a to f )

Permit Fee: \_\_\_\_\_ (Total x .30 )

If this plan has been done in Smyrna before what subdivision & lot was it on before

\_\_\_\_\_

Subdivision Lot #

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## **Other Information**

Will house have gas or be all electric?: \_\_\_\_\_

Estimated Construction Cost: \$ \_\_\_\_\_

Paying Utility Tap fee now or later? \_\_\_\_\_

Paying Impact Fee now or later? \_\_\_\_\_

Arrival Day & Time to Codes Dept. \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

Make checks payable to Town of Smyrna

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