



APPLICATION FOR COMMERCIAL BUILDING PERMIT

Inspections are offered Tuesday and Thursday. Call the day prior by 3:00 p.m. 865-659-3305
Inspections offered Wed. & Fri. by appointment availability. Call the day prior by 3:00 p.m. 865-659-3305

APPLICANT INFORMATION

Applicant's Name:	
Site/Project Address:	
Property Owner:	
Owner's Address	
Phone #:	Email:

ARCHITECT INFORMATION

Contact Person:	
Business Address:	
Phone #:	Email:

CONTRACTOR INFORMATION

Name:	
Business Address:	
Phone #:	
Project Contact:	
Project Contact Phone #	Project Contact Email:
TN License #	License Class:



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Type of work:

NEW CONSTRUCTION

GRADING

REMODEL

PLUMBING

ADDITION

EXCAVATION

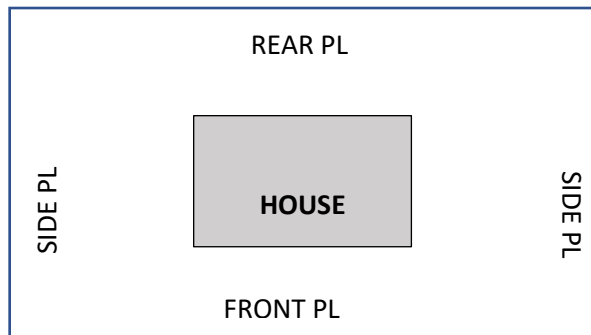
DEMOLITION

OTHER

Accessory buildings to be used or built? YES NO

Description of work to be done:

LOCATION SITE PLAN



STREET



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Guidelines for Obtaining a Certificate of Occupancy:

A building may not be occupied or change in occupancy or the nature of the use of the building or part of a building until after the City Building Official has issued a Certificate of Occupancy. The Certificate of Occupancy shall not be issued until the premises have been inspected to determine that construction has been taken in compliance with application and in conformance with City of Townsend Zoning Ordinances and other pertinent ordinances.

Applicant's Initials: _____

Declaration by Applicants and Contractor

Under PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY , I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief and that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I agree to construct said improvement in compliance with all provisions of the applicable ordinances. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of property are shown on the site plan or other documents submitted with this application. I realize that the information that I have affirmed hereon forms a basis for issuance of the permit herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any applicable ordinance or to excuse the owner or his or her successors in title from complying therewith. I acknowledge that granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I HAVE BEEN GIVEN AUTHORIZATION FROM THE PROPERTY OWNER TO OBTAIN THIS PERMIT. I HAVE BEEN AUTHORIZED BY THE OWNER TO CONSENT TO INSPECTIONS OF THIS PROPERTY AND TO THE ENTRY ONTO THE PROPERTY OF INSPECTORS OF THE CITY OF TOWNSEND FOR THE PURPOSE OF PERFORMING THE NECESSARY INSPECTIONS DURING NORMAL BUSINESS HOURS FOR THE DURATION OF THE PERMIT.

For additional information/questions, please call the City Building Inspector at 865-448-6886 (office) or 865-659-3305 (cell).

Name of applicant: _____

Signature of applicant: _____

Date: _____

Signature of Contractor or Authorized Agent: _____



APPLICATION FOR COMMERCIAL BUILDING PERMIT

FOR BUILDING INSPECTOR USE ONLY

Application approved by Planning Commission, Building Inspector, City Planner:

Printed name	Signature	Date

Occupancy Type: _____

Building Area

Construction Type: IA ____ IIA ____ IIIA ____ IV ____ VA ____

Total Renovated Space SF: _____

Total New Construction (all floors) SF: _____

Building Height: _____

Construction Cost

Space Finished SQ feet _____ \$ _____

Unfinished basement, porches, garage(s) SQ feet _____ \$ _____

Estimated Cost of Construction: \$ _____ Permit Fee* : \$ _____

****Notice: Permit fees are non-refundable****

Building Permit Issued to: _____ Date: _____

Building Permit Number: _____

Building Permit Expires: _____

City Building Inspector: _____ Date: _____



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GENERAL INFORMATION FOR APPLICANTS

Responsibility

It is the responsibility of the Applicant and/or Contractor to obtain all required documents, approvals, and signatures for City Building Inspector and City Planner.

+Planning Commission meets the 2nd Thursday of each month at 6 p.m. and is open to the public. Deadline for submission of site plans is 10 days (including weekends) prior to meeting date.

****If the property falls into the Flood Hazard Area, a site plan must be prepared by a licensed surveyor.**

Submission of Site Plans for Planning Review:

All commercial applications must have a site plan.

Site plans are required for new businesses or making a change from residential to commercial use.

It is the responsibility of the Applicant and/or Contractor to present a site plan to allow the Building Inspector, City Planner, and Planning Commission to determine if the proposed use is in conformance with the Zoning Code. The required content of the site plan is located on Site Plan checklist.

**Additional information about permitting can be found on the City of Townsend website at:
www.cityoftownsend.com**