

IMPORTANT INFORMATION:

To schedule an inspection with the Building Department, please call (731) 641-1409.

- Inspections are scheduled for the following business day.
- Inspections must be called in for scheduling before 3:00 p.m. the day before your desired inspection day.

Please provide the following information on the inspection hotline:

1. Permit Number
2. Project Address
3. Type of Inspection
4. AM or PM Inspection? (**Please note, this is a request, and we will try our best to accommodate**)
 - AM inspections are performed between 8:00 a.m. – 12:00 noon.
 - PM inspections are performed between 12:00 noon – 4:00 p.m.
5. Contact phone number to confirm inspection date and time.

PERMIT FEES:

Project Cost	Permit Fee
0 - \$100.00	No Charge
\$101.00 - \$2,000.00	\$10.00
\$2,001.00 - \$15,000.00	\$20.00
\$15,001.00 - \$50,000.00	\$50.00
\$50,001.00 - \$100,000.00	\$100.00
\$100,001.00 - \$500,000.00	\$200.00
\$500,001.00 - \$1,000,000.00	\$400.00
\$1,000,001.00 - \$2,000,000.00	\$800.00
Add an additional \$200.00 for each million-dollar value over \$2,000,000.00	

INSPECTION FEES:

Project Cost	Per Inspection
Residential per project Up to \$1,000,000.00	\$25.00
Commercial Per Project Up to \$1,000,000.00	\$50.00
ANY project over \$1,000,000.00	\$100.00

INSPECTIONS

NEW CONSTRUCTION

Minimum **Four** inspections:

1. **Footing.**
 - All forms shall be set, vertical and horizontal re bar installed and trenches dug.
 2. **Slab/Foundation.**
 - Under-slab inspections shall be made after all materials and equipment to be concealed by the concrete slab are completed. Plumbing on test as per IPC 312. Under slab electric to be inspected by the state inspector. Foundation vertical rebar, cores filled, wall ties, block installed, anchor bolts, vents, piers, and other required components.
 3. **Framing.**
 - Floors, walls and roof framing should be complete. Rough plumbing on test, mechanical and electrical installed. Electrical must be inspected by the state. Doors and windows installed and building envelope complete.
 4. **Final.**
 - Project complete and ready to be occupied.
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REMODEL

Minimum **two** inspections:

1. **Pre-Concealment.**
 - Rough plumbing on test when over 50% of the system is new, mechanical and electrical installed. Electrical must be inspected by the state. plumbing on test when over 50% of the system is being replaced.
2. **Final.**
 - Project complete and ready to be occupied.

MOBILE HOME

Minimum **two** inspections:

1. **Footing.**
 - All forms shall be set, vertical and horizontal re bar installed and trenches dug.
2. **Final.**
 - Skirting must have vents of 1 sq ft for every 150 sq ft of floor area, and an opening for crawl space access minimum (18" x 24")
 - The dryer exhaust vent must terminate outside the home.
 - A clearance must be maintained between the soil and wood floor joints.
 - Water supply lines may be required to be insulated.
 - The lot should be graded to avoid standing water under the home.
 - The air conditioning condensate drain must terminate outside.
 - Stairs, landings. Project should be complete and ready to be occupied.

INSPECTIONS

- Skirting needs to be installed within 30 days of being delivered. Shall be permanent and may include Masonite, aluminum, vinyl, and wood.
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ADDITION

Minimum **Four** inspections:

1. **Footing.**

- All forms shall be set, vertical and horizontal re bar installed and trenches dug.

2. **Slab/Foundation.**

- Under-slab inspections shall be made after all materials and equipment to be concealed by the concrete slab are completed. Plumbing on test as per IPC 312. Under slab electric to be inspected by the state inspector. Foundation vertical rebar, cores filled, wall ties, block installed, anchor bolts, vents, piers, and other required components.

3. **Framing.**

- Floors, walls and roof framing should be complete. Rough plumbing on test, mechanical and electrical installed. Electrical must be inspected by the state. Doors and windows installed and building envelope complete.

4. **Final.**

- Project complete and ready to be occupied.

City of Paris

Minimum Building Permit Requirements 2018 International Building Code & International Residential Code

All Plans To Scale

Single Family Residence / Addition / Remodel

(If new construction plan is 5000 sf or greater a Tennessee Registered Architect or Engineer is required to submit the drawings)

Site Plan	Lot size with setbacks, driveway, & drainage plan (pre and post construction)
Floor Plan	Dimensions with door & window schedules.
Framing Plan	Floors, Walls, Truss Calculations, & Rafter sizes with pitch elevations.
Other	Footer size, foundation wall size, insulation value, & ventilation.

Commercial, Industrial, Multi-Family Residential

(If total floor plan; with or without additions, new or existing buildings; is greater than 5000sf, a Tennessee Registered Architect or Engineer is required to submit the drawings)

Site Plan	City of Paris Zoning Ordinance. **All site plans must be approved by the Paris Planning Commission prior to issuance of any required grading or building permits.
Erosion Control Plan	Required Grading Plan, Soil Erosion & Sediment Control Plans. **SWPPP is required for all projects >1 acre, and projects that drain into impaired waterways (erosion control measures are required on all projects).
Storm Water	Engineered drainage plan if in critical drainage or no increase zones, all projects must design for capture of the first 1" of qualifying rain event. (Other criteria may apply).
Landscape	City of Paris Zoning Ordinance.
Framing	Floors, Walls, Ceiling, Roof & Insulation.
Structural	Weight bearing floors, walls, footings, & foundation.
Electrical	As required by the State of Tennessee.
Plumbing	All fixtures, locations, with water pipes, & DWV lines.
Mechanical	Heating/Air Conditioning equipment, placement, ducts, gas piping, wiring, & ventilation.
Floor Plan	Building, rooms, doors, & windows with sizes, egress, firewalls, etc.
Fire Sprinklers	Applicable as relates to building size, use, & occupant load.

City of Paris

100 N Caldwell St

Paris, TN 38242

<http://paristn.gov/>



BUILDING PERMIT APPLICATION

Project Address: _____

Map: _____ Group: _____ Parcel: _____ Current Zoning Designation: _____

Is the property located in a Historic District? Yes _____ No _____ Is any part of property in Floodplain? Yes _____ No _____

Description of Current use: (i.e. house, vacant, restaurant, etc.) _____

Type of Improvement: _____ Proposed Use: _____
(New construction, addition, repairs, etc.) (For demolition list most recent use)

Name of applicant: _____ Date of Application: _____

Address of applicant: _____

City, St, Zip: _____ Phone: _____

Email address: _____

Building Type: _____ # of Stories: _____ # of Bedrooms: _____ # of Bathrooms: _____ Fireplace: _____

Sprinkler required: Yes _____ No _____ Water Supply: Public _____ Private _____

Sewage: Public _____ Private _____ Type of Heat: Gas _____ Electric _____

Square Footage per Floor (including decks):

Basement: _____ Garage: _____ 1st Floor: _____

2nd Floor: _____ Decks: _____ Other: _____

Total Square Footage: _____ Total Cost: _____ Proposed Setbacks: F: _____ R: _____ LS: _____ RS: _____

Name of Owner: _____

Address of Owner: _____

City, St, Zip: _____ Phone: _____

Email Address (Owner): _____

Contractor Name: _____

(Please Fill out Contractor Information Form if not already on file)

Contractor Email: _____ Phone: _____

Affidavit of Zoning Setbacks - City of Paris Zoning Ordinance - Title 11 - of the City of Paris Municipal Code

Setbacks are measured from property lines of street right-of-way lines (location of lot's corner pins) and NOT from the edge of pavement, or back of curb, etc. Use Special care of lots with curved property lines to ensure that the curvature of the setback is considered. If in doubt of the location of corner pins, it is recommended that you have a surveyor locate the property lines.

I, the undersigned, hereby swear or affirm that I am applying for a building permit from the Building Department for the City of Paris, TN, and that I understand the Zoning Code (attached) that pertains to: ZONE: _____

REQUIRED SETBACKS FOR LOT: Front: _____ Back: _____ Side: _____

I understand that it is my responsibility to make sure that the building is within the proper setback. I understand that if any portion of the building is violating the setback requirements, I will be made to remove that portion in violation.

Applicant's Signature: _____ Date: _____

City of Paris

100 N Caldwell St
P.O. Box 970
Paris, TN 38242
<http://paristn.gov/>

For Internal Use Only:	
Received By: _____	Date: _____
License Status: _____	

CONTRACTOR INFORMATION FORM

Please provide all the information pertaining to your business:

Name of Individual: _____

Name of Company: _____

Name of Owner(s): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Fax #: _____ Mobile #: _____

Email Address: _____

State Contractors License Number: _____ Expiration Date: _____

List all License Types (BC-A, CM-C, etc): _____