



DEPARTMENT OF CODE ADMINISTRATION

707 N. Main St., Columbia TN 38401

(931) 560-1540, fax (931) 560-1541

Application for Building, Use & Construction Permit
(\$10 non-refundable processing fee due at time of application)



PROJECT LOCATION: \_\_\_\_\_ Map# (if new construction) \_\_\_\_\_

Subdivision(if new construction) \_\_\_\_\_ Lot# \_\_\_\_\_

Please check applicable: Residential: [ ] New House [ ] Mobile Home [ ] Addition [ ] Pool [ ] Alteration [ ] Demolition [ ] Repair [ ] Carport/Garage [ ] Storage [ ] HVAC/Plumbing/Gas Piping [ ] Other
Commercial: [ ] New [ ] Sign [ ] Addition [ ] Alteration [ ] Repair [ ] Carport/Garage/Canopy [ ] Storage [ ] Demolition [ ] HVAC/Plumbing/Gas Piping [ ] Temporary Structure/Tent [ ] Other
SQUARE FOOTAGE (must be completed for new building construction): Heated Space \_\_\_\_\_ Garage \_\_\_\_\_ Basement \_\_\_\_\_ Bonus \_\_\_\_\_ Other \_\_\_\_\_
Mercantile \_\_\_\_\_ Business \_\_\_\_\_ Assembly \_\_\_\_\_ Industrial \_\_\_\_\_ Storage \_\_\_\_\_ Other \_\_\_\_\_
TOTAL SQUARE FT \_\_\_\_\_

DESCRIBE WORK: (must be completed) PROJECT VALUATION \$ \_\_\_\_\_

PLANS REQUIRED

2 sets of plans are required on residential construction, 3 complete sets on commercial construction. A building site plan showing position of building with distance from property lines and other structures, any drainage systems/ditches, and, if commercial, road access with road(s) labeled, nearby fire hydrant and water line.

OWNER INFORMATION: (must be completed)

Name: \_\_\_\_\_ Own or lease/rent? \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

CONTRACTOR INFORMATION: (must be completed if different from Owner):

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Contact Name & Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email address \_\_\_\_\_

A copy of current State of TN contractor's license(if project valuation is over \$25,000), and Certificate of Worker's Comp. Insurance with City of Columbia listed as certificate holder must be submitted at time of application for permit. If sole proprietor or partnership you must sign a statement that will be furnished.

The permit, after issuance, becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced. In the event of misrepresentation of fact, false statement, or incorrect information on this application or on the plans on which the permit or approval was based, the permit may be revoked.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the 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.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Cell Phone # \_\_\_\_\_