



FEES & INFORMATION

1. Site Review (615-355-5706) Planning Department

- Annexation / Rezoning Request \$500.00
- Concept Plan or Sketch Plat \$150.00
- Preliminary Plat Subdivision (\$300.00 plus \$50.00 per lot)
- Final Plat Subdivision (\$200.00 plus \$25 per lot)
- Site Plan (\$300.00 plus \$.03 cents per square foot of building)
- Board of Zoning Appeals (\$250.00)

2. Grading Permit (615-355-5701) Greg Upham (*see application for specifics*)

- Storm Water Fee: \$200 plus \$100/acre
- Grading Permit Fee: \$150.00
- Application Fee for Grading - \$25.00

3. Building Permit (615-355-5704) Codes Department

- Requirements: Current State of Tennessee Contractors License & Workers Comp Insurance
- Commercial - \$.35 cents per square foot – (minimum \$100.00)
- Industrial - \$.35 cents per square foot – (minimum \$300.00)
- Multi-Family - \$.35 cents per square foot – (minimum \$30.00) & Development Tax from Rutherford County
- Shell permits - \$.1750 cents per square foot – (minimum same as above)

4. Plan Review (Building Permit) (615-355-5704) Codes Department

- Plan Review Calculation Multi Family & Commercial/Industrial Fee: ½ of permit fee (min\$100 & max \$5,000)
- Preliminary Fee due upon plans submittal; Remaining Fee due at time permit is purchased
- Preliminary Calculation: Square Footage: _____ x .1750 - \$100 = _____ = Preliminary Plan Review Fee
- Shell Preliminary Calculation: Square Footage: _____ x .0875 - \$100 = _____ = Preliminary Plan Review Fee
- May take up to 2 weeks to complete review & two complete sets of plans required
- *See Plans Submittal Requirements page for more information*

5. Tap Fees (615-355-5740) Utilities Department *Gas, Water, Sewer*

- Fee must be paid when Building Permit is obtained. (Effective 8/1/2017)
- see “Water Customer Data Sheet” for specifics

6. Impact Fee (615-355-5706) Planning Department

- Fee must be paid when Building Permit is obtained. (Effective 8/1/2017).

7. Other Fees

- Development Tax 615.898.7734 – Rutherford County – residential fee
- Electrical Permits 615.355-5704 – Code Department
- Sign Permits 615.355.5706 \$100.00 + .30 cents per square foot
- Office Trailer or Construction Trailer: 615.355.5704 \$.35 cents per square foot
- Foundation Permit: 615.355.5704 – Residential: \$100.00, Commercial/Industrial: \$200.00
- Demolition Permit: 615.532.6828 TN. Div. of Air Pollution Control - Fee: \$105.00
- Re-inspection Fee: \$35.00 – Must be paid before the next inspection is started.
- Business License: 615-459-2553 – Business License Application Fee \$15.00

8. Manual / Map Fees

- Sign Ordinance Book \$15.00
- Zoning Ordinance Book \$30.00
- Subdivision Regulations \$30.00
- Town of Smyrna Zoning Map \$30.00

Located on internet:
www.townofsmyrna.org



TOWN OF SMYRNA APPLICATION FOR BUILDING PLAN REVIEW

Preliminary Plan Review Fee due at time of Application

NAME OF SITE: _____

ADDRESS OF SITE: _____

ESTIMATED CONSTRUCTION COST: \$ _____

APPLICANT NAME: _____ APPLICANT PHONE: _____

APPLICANT CONTACT NAME: _____

CONTACT PHONE: _____

APPLICANT EMAIL: _____

CHECK ONE AND ENTER SQUARE FOOTAGE:

- Complete Building
- Addition
- Remodel _____ x .175 - \$100 = _____ = Preliminary Plan Review Fee
- Buildout

- Shell _____ x 0.875 - \$100 = _____ = Preliminary Plan Review Fee

NOTE: \$100 Minimum, \$5,000 Maximum

CONTRACTOR: _____ CONTRACTOR PHONE: _____

PROPERTY OWNER: _____ OWNER PHONE: _____

ARCHITECT/ENGINEER: _____ PHONE: _____

OTHER EMAIL: _____

SIGNATURE OF APPLICANT _____ DATE _____



PLAN SUBMITTAL REQUIREMENTS
COMMERCIAL
INDUSTRIAL
MULTI-FAMILY RESIDENTIAL

TOWN OF SMYRNA CODES DEPARTMENT 615-355-5704

Current Codes are: 2012 edition of ICC Building, Fire, Plumbing, Mechanical, Gas, ICC A117.1-2009 Accessibility code, & 2009 Energy Conservation Code

1. Two sets of drawings must be stamped, signed and dated as per Tennessee state law.
2. Architect or Engineer must be licensed in the state of Tennessee.
3. Drawings required:
 - A. Plan showing all code requirements and the application including: Construction type, occupancy type, egress requirements, height and area limitations and handicapped requirements.
 - B. Site plan must be approved by the Smyrna planning commission, can be submitted while waiting for approval.
 - C. Architectural plans, including floor plans, wall sections, roof sections, elevations, details and all other related drawings.
 - D. Structural plans showing all elements, details, and calculations.
 - E. Electrical plans, details and schedules including exit signs and emergency lights.
 - F. Plumbing plans and schedules.
 - G. Heating, air conditioning, and ventilation plans and schedules.
 - H. Fire alarm plans, if applicable.
 - I. Sprinkler plans, if applicable.
 - J. Gas plans and appliance schedule, if applicable.
 - K. Storage plans, if applicable, showing racks, bins, stacks, etc., including layout, separation and height.
 - L. Fire protection systems including exhaust hoods, if applicable.
4. See Fire Safety Plan Submittal Requirements for additional details
5. Engineering certificates on any trusses, beams or other structural items.
6. Separate Permits required for: Grading – Contact Greg Upham (615) 355-5701.
Signs - Contact Planning (615) 355-5706.
Construction Trailers – Contact Codes Dept. (615) 355-5704.
Electrical/HVAC Permits must be obtained from Smyrna Codes Dept.
(615) 355-5704.



Fire Safety Plan Submittal Requirements

The following items which are applicable to the structure being submitted must be clearly shown on the plans with any required notes and / or details.

1. Plans must meet all requirements of the ICC Fire and Building Codes 2012 edition.
2. Site plans must show all fire hydrants both new and existing.
3. Site plans must show all fire sprinkler connections. These must be a minimum of 30 feet from the structure and a maximum of 100 feet from a fire hydrant.
4. Building plans must show specific use and occupancy with calculations for both occupancy loads and egress requirements.
5. Building plans must show all emergency lights, exit signs, gas equipment and fire extinguisher locations including type and specifications.
6. Where a fire alarm is required, complete plans and equipment specifications must be submitted for approval.
7. Where a fire sprinkler system is required, complete plans, calculations, and materials specifications must be submitted for approval.
8. Where a cooking equipment hood and automatic fire extinguishing system is required, complete plans and specifications must be submitted for approval.
9. All spray booths and related automatic fire extinguishing equipment must be submitted for approval.
10. All flammable or otherwise hazardous gas systems, piping, controls, safety devices, and any other equipment related to these systems must be submitted for approval.
11. All hazardous materials, processes, operations, storage or anything that could possibly create a life safety situation must be shown on plans.
12. Storage occupancies using racks must show on plans, location, spacing, size, height, and materials of which racks are made.
13. Mercantile occupancies must show on plans location of fixtures and hazardous materials such as paints, flammable liquids, pool chemicals, propane cylinders, and any other hazards.
14. Assembly occupancies must show all fixed seating and / or tables with number of seats and aisle spacing.
15. Food service occupancies must show all tables and seating with number of seats and aisle spacing, and all cooking equipment with specifications.

If you have any questions, Please Call 615-355-5704



TOWN OF SMYRNA

WATER CUSTOMER DATA SHEET

CUSTOMER _____ ADDRESS _____

BUILDING ADDRESS _____

SUBDIVISION _____ LOT NO. _____

TYPE OF OCCUPANCY _____

FIXTURE	FIXTURE VALUE 60 psi	NO. of FIXTURES	FIXTURE VALUE
Bathtub	8	X	=
Bedpan Washers	10	X	=
Bidet	2	X	=
Dental Unit	2	X	=
Drinking Fountain - Public	2	X	=
Kitchen Sink	2.2	X	=
Lavatory	1.5	X	=
Showerhead (Shower Only)	2.5	X	=
Service Sink	4	X	=
Toilet - Flush Valve	35	X	=
- Tank Type	4	X	=
Urinal - Pedestal Flush Valve	35	X	=
- Wall Flush Valve	16	X	=
Wash Sink (Each Set of Faucets)	4	X	=
Dishwasher	2	X	=
Washing Machine	6	X	=
Hose (50 ft Wash Down) - 1/2 in.	5	X	=
- 5/8 in.	9	X	=
- 3/4 in.	12	X	=
Combined Fixture Value Total			= _____

For Smyrna Utilities use only :

Customer Peak Demand From Fig. 4 - 2 or 4 - 3 x Press Factor = _____ gpm

Add Irrigation - _____ Sections x 1.16 or 0.40 = _____ gpm

. - _____ Hose Bibs x Fixture Value x _____ Press Factor = _____ gpm

Added Fixed Load = _____ gpm

TOTAL FIXED DEMAND = _____ gpm

NOTES:

Meter	Minimum Flow Rate (gpm)	Low Normal Flow Rate (gpm)	Change Over Range (Compound Meters)	High Normal Flow Rate (gpm)	Maximum Flow Rate (gpm)	Head Loss at Maximum Flow (gpm)
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Positive Displacement

1/2 in.	0.25	1	N/A	7.5	15	15
5/8 in.	0.25	1		10	20	15
3/4 in.	0.5	2		15	30	15
1 in.	0.75	3		25	50	15
1 1/2 in.	1.5	5	N/A	50	100	15
2 in.	2	8		80	160	15

Multijet

5/8 in.	0.25	1	N/A	10	20	15
3/4 in.	0.5	2		15	30	15
1 in.	0.75	3		25	50	15
1 1/2 in.	1.5	5		50	100	15
2 in.	2	8		80	160	15

Turbine class 1

3/4 in.	1.5	N/A	N/A	20	30	15
1 in.	2			35	50	15
1 1/2 in.	3			65	100	15
2 in.	4			100	160	15
3 in.	6			220	350	15
4 in.	8			420	630	15
6 in.	15			865	1300	15

Turbine class 2

1 1/2 in.	4	N/A	N/A	80	120	7
2 in.	4			100	160	7
3 in.	8			240	350	7
4 in.	15			420	630	7
6 in.	30			920	1400	7
8 in.	50			1600	2400	7
14 in.	150			5200	7500	7
16 in.	200			6500	10000	7
18 in.	250			8500	12500	7
20 in.	300			10000	15000	7

Compound

2 in.	0.25	2	20	80	160	20
3 in.	0.5	4	23	160	320	20
4 in.	0.75	6	28	250	500	20
6 in.	1.5	10	32	500	1000	20
8 in.	2	16	50	800	1600	20

Singlejet

1 1/2 in.	0.5	1.5	N/A	50	100	15
2 in.	0.5	2		80	160	15
3 in.	0.5	2.5		160	320	15
4 in.	0.75	3		250	500	15
6 in.	1.5	4		500	1000	15

TOWN OF SMYRNA APPLICATION FOR GRADING/EXCAVATION PERMIT



**This Application must be completed when submitting request for approval.
Grading Permit will not be issued without completed information.**

Prior to issuance of grading/excavating permit, an inspection must be completed by the storm water management program to insure compliance with §12-304(f) of the storm water management ordinance. The following information must be attached with this application when submitted for approval:

1. Site Map indicating location of intended work area being submitted for grading approval.
2. Three sets of Plans showing all specifics of the grading/excavation, including location, size, materials, etc., and supporting data consisting of a soil engineering report and engineering geology report. The plans and specifications shall be prepared and signed by a civil engineer and must comply with §12-305 of the Smyrna Municipal Code.

NOTE: Once this form has been approved by the Public Works Department, an email will be sent indicating fee amount due and the pre-construction meeting time.

Once pre-construction meeting is completed, the Grading Permit will be issued by the Building Codes Department (615) 355-5704. License information may be submitted prior to the pre-construction meeting. The following information is required to be submitted to obtain the Grading Permit:

1. Tennessee Contractors License.
2. Workman's Compensation Insurance Certificate.
3. Town of Smyrna Business License - For Information Call Treasury at (615) 459-2553.
4. Payment for correct fee due.

Applicant Information

Name: _____ Phone: _____

Street address: _____

City, state, zip: _____

Email address: _____

Developer/Owner Information (If different from applicant)

Name: _____ Phone: _____

Street address: _____

City, state, zip: _____

Email address: _____

Estimated Construction Cost of Grading Project _____

Location of grading/excavating (by lot, block, tract, and house and street address, or similar description that will readily identify and definitely locate the proposed building or work): _____

Purpose of grading/excavating: _____

Estimated cut & fill: _____ cubic yards. Grading/Excavating permit fee: \$ _____

Number of acres: _____ Storm water fee: \$ _____

Project name: _____

Project address: _____

Location: District _____ Map _____ Group _____ Parcel _____ Zone _____ Setbacks _____

Contractor/Person Performing Grading/Excavating

Name: _____ Phone: _____

Street address: _____

City, state, zip: _____

Email address: _____

I have received and reviewed a copy of Smyrna Municipal Code Title 12, Chapter 3 related to grading and excavation, as well as Smyrna Municipal Code Title 14, Chapter 6 related to storm water management.

I hereby agree to comply with all of the applicable provisions of the Smyrna Municipal Code related to grading, excavation, and storm water management, as well as all other applicable federal and state laws, and local ordinances.

I hereby certify that I have read and examined this application and understand and agree that any error, misstatement or misrepresentation of fact, either with or without intention on my part, such as might, if known, cause a refusal of this approval, may constitute sufficient grounds for the revocation of such approval. I further understand that all provisions, laws and ordinances governing this type of work will be complied with at all times, whether specified herein or not. Failure to do so may constitute sufficient grounds for revocation of such approval, the issuance of a stop work order, and/or citation to municipal court or other available legal remedies.

Applicant/Permittee Signature*: _____ Date: _____

**If the applicant is the authorized agent of the permittee, the applicant may be required to submit evidence to indicate such authority.*

(FOR OFFICE USE ONLY)

<input type="checkbox"/> Approval by Planning Commission (The director of public works may at his discretion require approval by the planning commission prior to issuance of a grading permit.) <input type="checkbox"/> Not applicable	Date: _____
<input type="checkbox"/> Plans reviewed by Director of Public Works or Designee	Date: _____
<input type="checkbox"/> Pre-issuance storm water management inspection <input type="checkbox"/> Approved <input type="checkbox"/> Denied, the following corrective action is needed: _____ _____ _____ <input type="checkbox"/> Approved with corrective action completed	Approval Date: _____ Denial Date: _____ Approval Date: _____
<input type="checkbox"/> Development Agreement has been fully executed and is on file.	Date: _____

Application Fees \$ _____

Engineering Review Fees \$ _____

Permit Fee \$ _____

Storm Water Fee \$ _____