TOWN OF SMYRNA APPLICATION FOR BUILDING PLAN REVIEW

Preliminary Plan Review Fee due at time of Application

NAME OF SITE: ____________________________________________________________

SITE ADDRESS: __________________________ TYPE OF BUSINESS __________________

ESTIMATED CONSTRUCTION COST: $______________________________

APPLICANT NAME: ___________________________ APPLICANT PHONE: __________________

APPLICANT CONTACT NAME: ____________________________________________

CONTACT PHONE: _____________________________________________________

APPLICANT EMAIL (Required): __________________________________________

CHECK ONE AND ENTER SQUARE FOOTAGE:

O Complete Building
O Addition
O Remodel _____________ x .175 - $100 = _____________ = Preliminary Plan Review Fee
O Buildout
O Pool
O Trailer (Sales/Office)

O Shell _____________ x 0.0875 - $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


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.

   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.