

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.gov



1110 Fountain View Blvd
P.O. Box 100
Thompson's Station, TN 37179

Building Permit Submittal Checklist

Note: Homes over 5,000 square feet under roof require stamped Engineer's plans or an Engineer's letter.

- Completed Online Application
- Signed Property Owner Statement
- Erosion Form
- New Energy Code Compliance Form
- Copy of Contractor's License
- Proof of Insurance
- Receipt of payment from Williamson County for the following fees:
 - Privilege Tax
 - Educational Impact Fee
- Building Plans (including Foundation Plans)
- Site and Grading Plan
- Lumber Design Package
- Manual J-Load calculations for HVAC



Plan Submittal Requirements

- Architectural and site plans shall be formatted to 24" X30" Note: structural plans may be formatted in 11"X17" but will be required to be printed in 23" X 30" for site inspections.
- All plans shall have the correct site address and lot number.
- Architectural plans shall clearly state design criteria. E.g. dead loads, live loads, roof loads, flood loads, snow loads, and seismic loads. Table R301.2(1) filled out and attached to the plans is acceptable.

Note: Unfinished portions of attic accessible with a full-size door falls under the same requirement as habitable attics and attics served with fixed stairs minimum live load 30.

- Plans shall specify compliance with all applicable codes. Including but not limited to R302.5/R302.6(Fire-Resistant Construction), R303(Minimum light and ventilation), R310(Emergency escape and rescue), R311(Means of Egress), R312(Guards and Windfall Protection).

Note: A letter of compliance with the above-listed codes will be accepted in lieu of plan revision, but the plans will need to be revised if they are in clear violation of the above-listed codes.

- Plans must show minimum energy code has been met or provide REScheck.

Note: This can be uploaded separately in 8.5"X11"

- The foundation plan- Footing shall be minimum of 12" deep and show minimum (2) #4 rebar continuous (bent around corners with minimum lap splices must complying with Table R608.5.4(1). Clear measurements for all thickened footings/grade beams. Garage slabs require passive radon vent if living space is above. Radon stubbed for future use(minimum) required if no living space is above.

Note: Due to many garage conversions and attic buildouts with or without permit, this is required to prevent prolonged exposure to radon gas.



- The Elevation plan is required to determine finished siding materials and window height above F.F.E and final grade. Brick openings exceeding 6' require a lintel inspection. Windows with 72" or greater fall that are 24" or less to the sill height are required to be equipped with WOCD's. Max height for emergency egress window is 44."
- The plot plan/grading and drainage plan is to include house and garage F.F.E., grading contours, property lines, easements, distance measurements of structure and driveway to property line, concrete washout, construction entrance, silt fence, dumpster location, port-a-potty, M.B.S.L., and location of all external equipment.

Note: F.F.E. shall reflect minimum 4" drop (Masonry veneer) or 6" drop (non-masonry) to exterior grade with 6" of fall within the first 10' from building. R404.1.6.

Note: The town engineer may require additional elevations and drainage structures.

- Structural design drawings or lumber design package shall clearly indicate all load points and specify mechanical connections. Truss shop drawings and beam load calculations are required to accompany these plans.
- All floor plans exceeding 5,000 sf under roof must have engineers review letter.

Note: This can be uploaded separately in 8.5"X11"

- Manual J load calculation is required.

Note: Manual J load calculation can be uploaded separately on 8.5" X 11"

- Mechanical plans- Must include exhaust duct terminations, mechanical intake locations, mechanical unit location, if a kitchen exhaust vent hood is 400cfm or greater, make up air location needs to be specified.

Note: A letter of compliance with M1502.3 duct termination, M1502.4.5.1 Specified length, M1502.5 Protection required, M1503.4 Makeup air required, Table M1506.2 Duct Length, and M1506.3 Exhaust openings will be accepted in leu of plan revision so long as the plans do not clearly indicate non-compliance.

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- Electrical plans will be reviewed by the state.

- Fire sprinkler design drawings shall be formatted to 24" X 30" and stamped and signed by a state licensed engineer.

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PROPERTY OWNER(S) STATEMENT

STATE OF TENNESSEE
COUNTY OF WILLIAMSON
TOWN OF THOMPSON'S STATION

Property Address: _____

I / We, _____, declare that I / we am / are the owner(s) of the property described herein and hereby give authorization for the filing of this permit submitted to the Town of Thompson's Station, Tennessee.

I / We declare under penalty of perjury that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief. Additionally, I / we declare that none the submitted plans/permits will result in any drainage issues, nor will it result in any storm or flood water being increased from my property to any neighboring property.

Signed: _____

Date: _____

Printed Name: _____

Phone: _____

email: _____

Signed: _____

Date: _____

Printed Name: _____

Phone: _____

email: _____

TOWN OF THOMPSON'S STATION

EROSION PREVENTION AND SEDIMENT CONTROL CHECKLIST

Applicant Name			Property Address			
Address			Subdivision/Section			Lot No.
City	State	ZIP	Map	Group	Parcel	Zoning Certificate

The following pre-construction erosion prevention and sediment control Best Management Practices (BMP's) must be correctly installed prior to the initiation of the soil disturbance activities:

- A stabilized construction access, such as a temporary stone access, must be installed to prevent offsite tracking.
- Silt fence, or other sediment barriers, must be installed along topographical contours downslope of the area to be disturbed.
- Where applicable, inlet protection for nearby storm sewer curb and drop inlets must be installed.

The following erosion prevention and sediment control BMP's must be performed **until the project is completed:**

- Establish of 100-foot total width non-disturbance easements along streams, rivers and ponds must be provided to avoid erosion of banks and infiltration of silt.
- Topsoil should be stripped from all cut and fill areas, stockpiled and redistributed over graded areas to a minimum depth of six (6) inches. A sediment barrier must be installed around the base of the stockpile to prevent erosion.
- Stabilization measures must be performed within seven (7) days in portions of the site where construction activities have temporarily or permanently ceased, within fifteen (15) days after final grading, or prior to final inspection. Stabilization practices may include temporary seeding, permanent seeding, mulching, matting and sod stabilization.
- Inspections of all control measures and disturbed areas must be performed at least once every seven (7) days. Inspections must be documented and include the date of the inspection and major observations.
- Based upon the results of inspections, any inadequate control measures or control measures in disrepair must be replaced or modified, or repaired as necessary, within seven (7) days after the need is identified.
- Sediment must be removed from the sediment barriers and other sediment controls when design capacity has been reduced by 50%.
- Sediment that has escaped the construction site and has collected in the street or drainage structures must immediately be physically removed.
- All damage to existing pavement, drainage structures and curbs resulting from new construction must be repaired or replaced by like materials at the builder's expense.
- All trees designated to remain must be protected. Heavy equipment should not be operated or stored, nor materials handled or stored, within the drip lines of trees.
- Roof downspouts must discharge onto splash blocks to prevent erosion. If downspouts are routed through drain lines, the system must not discharge directly into the street or drainage system.
- Restroom facilities for construction employees must be made available.
- Building and waste materials, and non-storm water discharges, such as concrete or paint wastewater, must be managed to prevent them from entering the storm water system or nearby body of water.

I certify that I have read this document and understand the erosion prevention and sediment control requirements herein. I understand that these requirements will be inspected and enforced by the Thompson's Station Building Official and that failure to comply may result in the issuance of a "Stop Work Order" until the deficiency is brought into compliance.

Signature: _____ Date: _____

Printed Name: _____ Permit No. _____

SINGLE STEP ENERGY CODE COMPLIANCE

The State energy code requires compliance with the 2015 IECC along with the values listed in the 2009 table N1102.1

2009 Table
CHAPTER 11: ENERGY EFFICIENCY
TABLE N1102,1

CLIMATE ZONE	FENESTRATION I-I-FACTOR	SKYLIGHT U-FACTOR	GLAZED FENESTRATION SHGC	CEILING R-VALUE	WOOD FRAME WALL R-VALUE	MASS WALL R-VALUE	FLOOR R-VALUE	BASEMENT WALL R-VALUE	SLAB ^d R-VALUE AND DEPTH	CRAWL SPACE ^c WALL R-VALUE
1	1.2	0.75	0.35j	30	13	3/4	13			
2	0.65i	0.75	0.35j	30	13	4/6	13			
3	0.50	0.65	0.35e, j	30	13	5/8	19	5/13f		5/13
4 except Marine	0.35	0.60		38	13	5/10	19	10/13	10,	10/13
5 and Marine 4	0.35	0.60		38	20 or 13 + 5 ^h	13/17	3 Of	10/13	10. 2 ft	10/13
6	0.35	0.60		49	20 or 13 + 5 ^h	15/19	30g	10/13	10,	10/13
7 and 8	0.35	0.60		49	21	19/21		10/13	10,	10/13

The Town of Thompson's Station is in Climate Zone 4 except marine. For all applicable codes please review 2015 IRC, 2015IECC, and 2009 energy efficiency table(above)

Any deviation from these requirements will require an energy model to be submitted **prior to** submittal of permit application.

By signing this, the permit applicant has acknowledged what codes apply and will not be submitting an alternative energy model or trade off worksheet.

Contractor

Date



How to Create a Single Lot Site Plan

Site Plan: A drawing of a property as seen from above, including but not limited to a north arrow, sewer service line locations, grading and erosion control, and other pertinent information. Show proposed improvements with exact size, shape and location of all existing and proposed buildings and structures, parking areas, driveways, walkways and patios.

Site Plans Must be To Scale:

- Choose standard scale, either an Architectural or Engineering Scale and note the numeric scale used on plan (i.e. 1 inch=20 feet).

Draw Property Lines:

- Label all dimensions in feet.
- Show the property lines and note the setback, the building dimensions and the lot coverage. A plat of the neighborhood may help you in determining the dimensions of the parcel. This may be available through the Planning Department.

Draw all Buildings and Structures on the Plan:

- Show existing buildings and structures as a solid line and all additions as a dashed line.
- Be sure to show the precise footprint of all buildings or structures including, but not limited to: steps, decks, porches, fences, bay windows and HVAC platforms.

Draw Driveway and Parking on the Plan:

- Show all parking areas, driveways (max slope is 8% within the first 15 feet from sidewalk), walkways and patios in their precise locations in relation to the property lines and with their accurate footprint. Show proposed paved areas with a dashed line. Show the length and width of driveways.

Locate Easements and Service Lines:

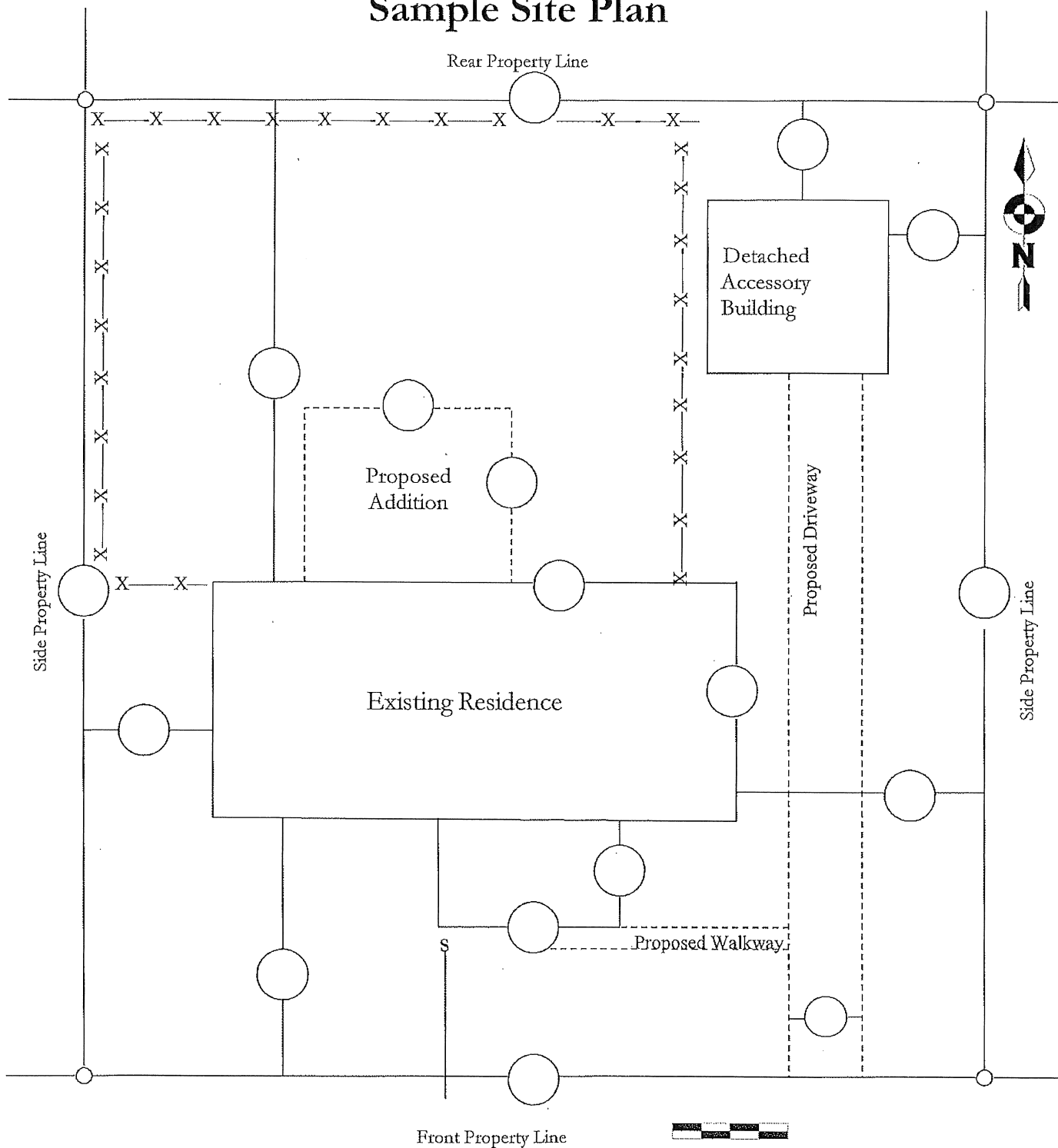
- Locate all easements on the property along with the location of the sewer service line and the location of the grinder pump (if applicable).
- Septic areas must be clearly labeled and approval from Williamson County Sewage Disposal is required.

Critical Lot Requirements:

- Engineered footing plan with Engineer's stamp on site plan and construction drawings.

Sample Site Plan is included on the next page

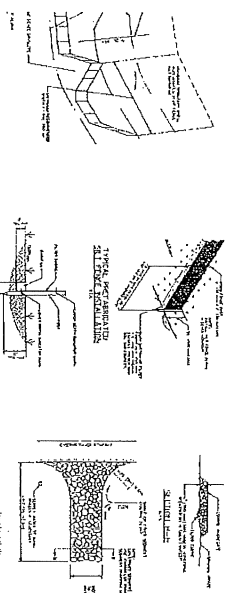
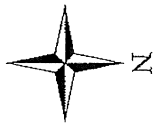
Sample Site Plan



House Number and Street Name with Lot Number

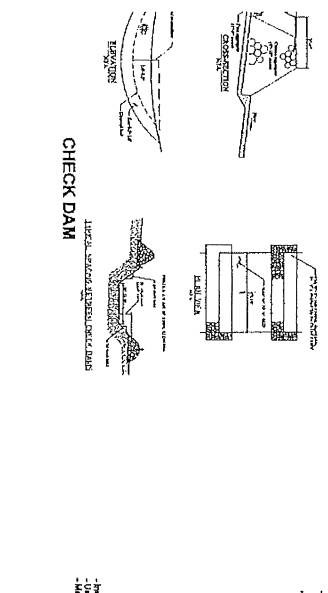
Note: On the site plan you create please show distances in feet where you see circles shown on the Sample Site Plan above.

This document is not intended to allow a site plan to be used when a survey, prepared by a licensed surveyor, is required.



SILT FENCE

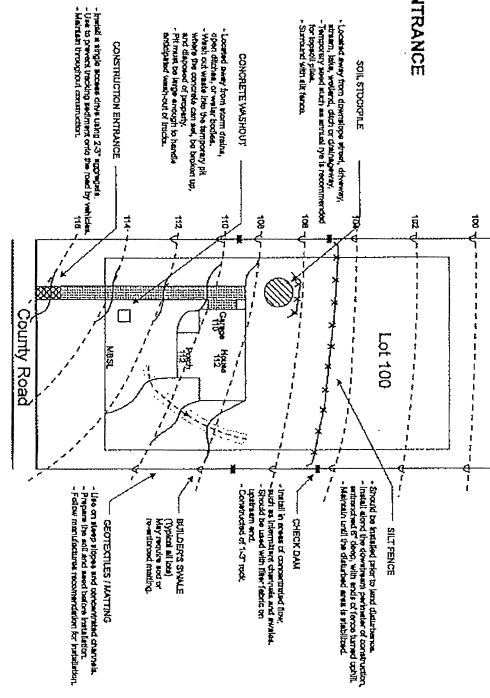
CONSTRUCTION ENTRANCE



CHECK DAM

GEOTEXTILES / MATTING

SWALE / BERM



Additional Notes:

- Erosion or sedimentation, or transport of other pollutants or forms of pollution, due to various land development activities must be controlled.
- The owner/operator should perform inspections to ensure that vegetation, erosion and sediment control measures and other protective measures identified in the site plan are kept in good and effective operating condition.
- No land disturbance activities, whether by private or public action, shall be performed in a manner that will negatively impact storm water quality whether by illicit discharge, flow restrictions, increased runoff, or by diminishing channel or floodplain storage capacity.
- Within any Waterway Natural Areas (WNA), there shall be no clearing, grading, construction or disturbance of vegetation except as permitted by the Williamson County Engineering Department.
- Prior to the final inspection, all disturbed areas should be adequately stabilized. Where driveway culverts are required, headwalls must be installed according to the Williamson County Subdivision Regulations. Culvert staging should be done in accordance with the Williamson County Highway Department regulations and/or as specified by the recorded plat.



Typical Site Specific Erosion Control Plan

Prepared for purposes of the application for Land Disturbance Permit
January 18, 2011

Erosion and Sediment Control Notes

- The following pre-construction erosion prevention and sediment control Best Management Practices (BMP) must be consistently installed prior to the initiation of the disturbance activities:
- A stabilized construction access, such as a temporary stone access, must be installed to prevent off-site tracking.
 - Silt fence, or other sediment barriers, must be installed along topographical contours downslope of the area to be disturbed.
 - Where applicable, inlet protection for nearby storm sewer curb and drop inlets must be installed.

The following erosion and sediment control BMP's must be performed until the project is completed:

- Erosion and sediment controls should be installed, inspected, and maintained in accordance with the Williamson County Storm Water Management Manual.
- Inspections of the control measures and disturbed areas must be performed by a qualified individual at least twice every calendar week until the site is adequately stabilized. Inspections should be performed at least 72 hours apart. Inspectors should be knowledgeable and available if requested.
- Based on the results of inspections, any inadequate control measures or control measures in disrepair must be replaced or modified, or repaired as necessary, before the next rain event, but in no case more than 7 days after the need is identified.
- Sediment should be removed from sediment traps, silt fences, sedimentation ponds, and other sediment controls as necessary, and must be removed when design capacity has been reduced by 50%.
- Sediment that has escaped the construction site and has collected in the street or drainage structures must immediately be physically removed.
- Stabilization measures should be initiated as soon as possible on portions of the site where construction activities have temporarily or permanently ceased. Temporary or permanent soil stabilization at the construction site should be initiated on any portion of the site that has been disturbed for more than 15 days after the construction activity on that site has temporarily or permanently ceased. (Stabilization practices include: temporary seeding, permanent seeding, mulching, matting, and sod stabilization.)
- Roof downspouts must discharge onto splash blocks to prevent erosion. If downspouts are routed through drain lines, the system must not discharge directly into the street or drainage system.
- Restroom facilities for construction employees must be made available.
- Building and waste materials, and non-storm water discharges, such as concrete or paint washwater, must be managed to prevent them from entering the storm water system or nearby waterbody.
- All damage to existing pavement, drainage structures, and curbs resulting from new construction must be repaired or replaced by like materials at the builder's expense.

Must be sealed by one of the following:

1. Licensed Civil Engineer
2. Registered Land Surveyor
3. Registered Architect
4. Registered Landscape Architect
5. Certified Professional in Erosion and Sediment Control