

POLICIES FOR BUILDING PERMITS AND INSPECTIONS

THE CITY OF CLINTON HAS ADOPTED VARIOUS REGULATIONS, POLICIES AND PROCEDURES RELATING TO CONSTRUCTION ACTIVITIES. THE FOLLOWING INFORMATION HAS BEEN COMPILED TO ASSIST CONTRACTORS, DEVELOPERS, AND THE GENERAL PUBLIC.

A building permit is required when any owner, contractor, or authorized agent who desires to alter, construct, enlarge, repair, or move onto property **any structure**.

An application for a building permit must be completed and submitted with one (1) copy of complete set of proposed building plans and one (1) copy of the proposed site plan that identifies all of the property lines, required setback lines and, any easements of record. The approved set of plans shall be kept on site and shall be open for inspection.

Required Building Inspections:

The following building inspections will be required on each project, as applicable. To request an inspection from the codes staff, the permit holder shall contact the Building Official at 259-1181. There shall be at least twenty-four (24) hours notice given prior to each inspection request.

- A. **Footers:** To be made after the trenches are excavated, the grade pins set, bulk heads placed, and steel in place - **prior to pouring concrete**.
- B. **Slab/In-slab Plumbing:** To be made after all drainage and water piping have been installed and inspected for test (5psi for Drainage Lines, 75psi for Supply Lines) **prior to pouring concrete or covering any work**. Vapor barrier should be on site at time of inspection.
- C. **Rough-in Gas:** To be made after all concealed piping and vents are installed.
- D. **Rough-in Mechanical:** To be made after all duct work and ventilation systems are installed.
- E. **Rough-in Plumbing:** To be made after all drainage piping, vent piping and water supply piping has been installed, and a test on the entire piping systems is in place. (5psi for Drainage Lines, and 75psi for Supply Lines) Nail guards should cover all locations that have been drilled and there is 5/8" or less of plate or stud left.
- F. **Framing:** To be made after all framing, firestopping, draftstopping, and bracing is in place
- G. **Rough-in Energy Code/Insulation and Glazed Fenestration:** To be conducted after the rough-in Gas, Mechanical, Plumbing and Framing approvals. Walls – R-13, Roof/Ceiling – R-38, Crawlspace/Basement floors – R-19, Glazing U-0.32. also see 2018 IECC, table R402.1.2 as amended by City of Clinton adopted ordinance.

- H. **Electrical Rough-in and Final Inspections:** Electrical permits are issued by the State Deputy Electrical Inspector, who works out of the Clinton Utilities Board office. Appointments with the Electrical Inspector may be made by calling 457-9232. Electrical inspections are normally conducted each week on Tuesday and Thursday. Electrical inspections must be scheduled at least one (1) day in advance of the desired inspection date.
- I. **Other Inspections:** In addition to called inspections above, the Codes Enforcement Office may make or require any other inspections to ascertain compliance with the various codes and other laws that may apply.
- J. **Final Inspection:** A final inspection shall be made after all permitted work is complete, and prior to the occupancy of any structure. After the Final Inspection has been approved, CUB will be given notification for the release of power to the structure.
- K. **Certificate of Occupancy:** A Certificate of Occupancy shall be obtained from the Codes Enforcement Officer after approval of the final inspection and prior to the occupancy of the structure.

To request an inspection from the codes staff, the permit holder shall contact the codes enforcement officer at (865) 259-1181. There shall be at least twenty-four (24) hours notice given, only upon a reasonable basis will last minute inspections be considered.

Requirements for manufactured housing:

Single-wide homes may be placed in any existing mobile home park. A single-wide mobile home may also be located on a single lot if it is replacing an older one with a new more structurally more sound mobile home, and has not been unoccupied for more than six (6) months.

Double-wide homes may be placed in the city, provided it meets the requirements set fourth in section 13-24-201 of the Tennessee Code Annotated. It must have a permanent foundation and have the appearance of a site built structure. It is also subject to the inspections schedule as regular site built home.

Erosion Control

Prior to any site preparation there shall be adequate erosion control installed and maintained throughout construction. The following shall be installed prior to the foundation inspection

- A. **Slit fencing and or hay bales shall be installed to protect the public right-of-way and adjoining properties.**
- B. **The driveway shall have rock placed on the drive to prevent tracking of mud from the site onto the public right-of-way. The minimum size of rock shall be no less that one (1”) inch and complying with ASTM D448**

Installation of Drainage Pipes

The installation and approvals of drainage pipes in the public right-of-way or in platted easements shall be coordinated with the Public Works Director at 865-457-6495.

Water and Sewer Taps, Fees and Inspections

All water and sewer taps shall be coordinated with the Director of CUB's Water & Sewer Department. The applicable fee for each tap is specified and collected by CUB in accordance with a fee schedule established by CUB and approved by the Clinton City Council.

CUB must inspect each and all water and/or sanitary sewer service lines before they are backfilled. The owner/developer shall notify CUB's Water and Sewer Department (457-9232) at least one (1) business day (24-hours) prior to the time of the required inspection of such line or lines.

The inspection procedure for installation of all water and sanitary sewer service lines by the developer and approval of same by CUB shall be required prior to the issuance of any "Certificate of Occupancy". CUB will be the entity responsible, and only CUB shall be allowed, to make the tap onto the water and/or sanitary sewer mains for all new service lines.

The adopted Clinton City Code (F) 304.3 Premises Identification Source: International Code Council 2009

(F) 304.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) with a minimum stroke width of 0.5 inch (12.7 mm)

The above must be completed prior to issuance of Certificate of Occupancy.

Contact Phone Numbers and Addresses

John Householder, Building Official
100 N. Bowling Street
Clinton, Tennessee 37716
865-259-1181
jhouseholder@clintontn.net

Jennie Byrd, Office Assistant
100 N. Bowling Street
Clinton, Tennessee 37716
865-259-1180
jbyrd@clintontn.net

Sgt. Jason Stokes, Code Enforcement Officer
100 N. Bowling Street
Clinton, Tennessee 37716
865-259-1182
jstokes@clintontn.net

Dwayne Wilkerson, Public Works Director
210 Nave Street
Clinton, Tennessee 37716
865-457-6495
dwilkerson@clintontn.net

Ernie Bowles, Director of Engineering and Operations
1001 N. Charles G. Seivers Blvd.
Clinton, Tennessee 37716
865-220-6205
ebowles@clintonutilities.com

Dan Hawkins, Director of Water and Sewer
1001 N. Charles G. Seivers Blvd.
Clinton, Tennessee 37716
865-220-6240
dhawkcub@aol.com

Clinton Utilities Board
1001 N. Charles G. Seivers Blvd.
Clinton, Tennessee 37716
(865) 457-9232 (main phone number)

Powell Clinch Utility District
203 First Street
Lake City, Tennessee 37769
865-426-2822 (main phone number)

