

City of Maryville

DEVELOPMENT SERVICES

SINGLE FAMILY RESIDENTIAL CONSTRUCTION IN THE CITY OF MARYVILLE

Permits— Most construction projects require permits. Permits give you the legal permission to do construction. Call or visit the Codes office to determine if a permit is required for your project.

Required Inspections— Inspectors, upon notification from the permit holder or his agent, will make inspections as necessary. Following is a list of inspections that are required. Other inspections may be required when deemed necessary.

Building:

Foundation Inspection: To be made after trenches are excavated and forms are installed.

Frame Inspection: To be made after the roof, all framing, fireblocking, and bracing are in place and all concealed wiring, pipes, chimney, ducts, and vents are complete but prior to covering with insulation and exterior covering.

Insulation- To be made after the insulation, windows and doors are installed, but before covering the insulation with wallboard. Windows and doors may be inspected on final inspection if labels are intact.

Final Inspection: To be made after the building is completed and ready for occupancy.

Site:

Erosion Control: To be made after in-place erosion control measures are installed and before permits are approved. Additional inspections will be performed as necessary during construction.

Final Site Inspection: To be made after project completion for approval of driveways, grading, seeding and strawing, erosion control and drainage.

Plumbing:

Underground Inspection: To be made after trenches or ditches are excavated, piping installed, and before any backfill is put in place.

Rough-In Inspection: To be made after the roof, framing, fireblocking and bracing is in place and all soil, waste, and vent piping is complete and prior to the installation of wall and ceiling insulation or coverings.

Final Inspection: To be made after the building is complete, all plumbing fixtures are in place, properly connected, and the structure is ready for occupancy.

Electrical:

Underground Inspection: To be made after trenches or ditches are excavated, conduit or cable installed and before any backfill is put in place.

Rough-In Inspection: To be made prior to the installation of wall and ceiling insulation or coverings.

Final Inspection: To be made after the building is complete, all required electrical fixtures are in place and properly connected or protected, and the structure is ready for occupancy.

Erosion Control— Activities associated with construction normally cause disturbance of the soil on site. Erosion control measures are required from beginning to end of the project to prevent soil from eroding onto city

streets and adjacent property. Usually a combination of stone, silt fence, and hay bales can be utilized to prevent erosion. In certain situations the city engineer may require more stringent measures. No permits will be issued until erosion control measures are in-place and approved.

Setbacks— An open space between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward except as otherwise specifically provided in the Maryville Land Development Regulation. It is important to check any private covenants and restrictions, which may have greater setback requirements than city regulations.

🏠 **Front Yard:** Front yard setbacks are usually 25 feet (30 feet in Estate Zone) from the front property line (or any property line that adjoins a street) unless the structure is located on roads classified as collectors or arterials. Please check with the planning office for the correct classification of roads.

🏠 **Rear Yard:** Rear yard setbacks are usually 20 feet (25 feet in Estate Zone) from the rear property line.

🏠 **Side Yard:** Side yard setbacks are usually 10 feet from the side property line.

Certificate of Occupancy— After the completion of a new residence or addition, the contractor must call the Codes Department to schedule final inspections. A building **shall not** be occupied until a Certificate of Occupancy is obtained. Storing of furniture and other non-construction items are considered occupancy and shall not be placed in the structure before final approval. The Certificate of Occupancy will not be issued until the appropriate department approves general building construction requirements, fire protection systems, utility service systems, and site work beyond the confines of the building. It is illegal to occupy a newly constructed residence or addition without first obtaining a Certificate of Occupancy.

Easements— are a right of use of one property owner over the property of another. Common easements found on platted lots are access, utility, and drainage easements. Structures are not allowed in easements.

Fences— are an unroofed enclosed barrier. Fences up to 6 feet in height can be located up to the property line. Fences exceeding a height of 6 feet must meet setback requirements. All fences shall be located a minimum of 5 feet from the right-of-way property line and on the property of the one constructing the fence.

Residential Garbage Container— As a part of the building permit process a fee of \$70 is paid for the garbage container. Delivery of the container can be arranged by calling the Public Works Department at 273-3302 after the construction is completed. The container cannot be used for construction waste and will not be delivered until construction is completed. The container is assigned to the address and remains the property of the City of Maryville.

Sidewalks— Sidewalks may be required in certain areas of the city. If your builder does not know whether or not sidewalks are required on your lot, check with the city engineering office which can also provide you with details and requirements for sidewalk construction. The cost of sidewalks shall be borne by the builder and/or homeowner.

Office Information— The office hours for the Codes Enforcement Department is 8:00 am to 5:00 pm. The office is closed for lunch between 12:00 pm and 1:00 pm. The inspectors are in the office between the hours of 8:00 am—9:00 am and 1:00 pm—2:00 pm. The Codes office is located in the Municipal Building at 400 West Broadway on the lower level.

Zoning— The division of the entire territory of the municipality into separate districts, each of which has uniform

regulations for the uses of buildings and land, the height of the buildings, and the area or bulk of buildings, and open space. Regulations for specific zones can be found in the city planning office.

State License Requirements— Any person, firm, or corporation engaged in contracting, in the City of Maryville, shall be required to submit evidence that such person, firm or corporation is qualified to engage in contracting and shall be licensed.

Driveways— The location, size, and geometry of driveways are controlled by the city within the right-of-way. Two factors affecting the layout of a driveway, which are often overlooked, are easements across the property and setbacks from the property lines. A standard driveway detail is available from the city engineering office.

Service Connections— The City of Maryville supplies sewer, water, and electrical utilities to most of the residents of Maryville, for information about service connections for these utilities and their associated costs contact 273-3555.

Addresses— Addresses are assigned by Blount County E-911. They can be reached at 981-7113 between 8 am–3 pm, Monday–Thursday.

Frequently Asked Questions

Q— Why do I need a permit?

A— The purpose of the permit is to control the type of construction and the use of property to ensure public safety, health, general welfare, and safety to life and property from fire and other hazards. Compliance with codes and regulations protects the property owners' investment and the community from substandard building hazards.

Q— Who applies for permits?

A— For single family dwellings the contractor or owner may apply for permits. If obtained by the owner, he/she is required to sign an affidavit for the building permit stating that they are overseeing the work or doing the work themselves. Electricians must apply for electrical permit; however the owner may apply for one electrical permit per year provided he/she is doing the electrical work.

Q— When is a building permit not required?

A— Ordinary minor repairs may be made with the approval of the Building Official without a permit, provided that such repairs do not violate any of the provisions of the building code. For example, replacement of roof shingles, new siding, installation of fences, minor maintenance or repair. Call the Codes office to see if permits are required.

Q— Can I do my own work?

A— Tennessee law allows property owners to act as their own contractor in the construction of a single-family residence. A contractor's license is not required but the house must be built for the owner's residence and not for sale. A licensed electrician is required unless the owner actually performs the work.

Q— How do I schedule an inspection?

A— Contact the Codes office and talk with the appropriate inspector. The inspection will usually be made within 24 hours of the request on working days.

Office Numbers

Permit Information	865-273-3500
Engineering/Planning Information	865-273-3500
Building Official	865-273-3510
Building Inspector	865-273-3516
Electrical Inspector	865-273-3517
Construction Inspector	865-273-3515