

## Building Permit

Q. What type of construction requires a Building Permit?

- A. 1.) Additions of over 30 square feet in an existing residence.  
2.) New Construction of a Single-Family Residence.

Q. How much does a Building Permit Cost?

A. The Building Permit fee is based on the estimated cost of the construction. See the [State of TN Building Permit Fee schedule](#)

Q. What forms of payment can be used for a Building Permit?

A. The Building Permit can be paid by e-check or credit card.

Q. Who can obtain a Building Permit?

A. Property owners or their designated agent, such as a developer or contractor.

Q. At what point during the construction process, is a Building Permit required?

A. The Building Permit is required *prior* to the first inspection of the construction.

Q. What information is necessary when completing a Building Permit application?

A. Although there are many required fields in the application, the key fields that **must** be completed before the Building Permit can be submitted are:

- Square Footage, both heated and unheated;
- Location (map and parcel number) of the residential construction site;
- Foundation type (slab on grade, monolithic slab on grade, conventional); and
- Estimated construction cost.

Q. How is a Building Permit applied for (“pulled”)?

A. Building Permits can be applied for at the Planning Department Office in the Cannon County courthouse or online at [CORE.TN](#)

Q. What other costs are associated with a Building permit?

A. Adequate Facilities Privilege Tax (see AFT below), and Zoning Compliance Fee (see ZCF below).

## Zoning Compliance Fee

Q. What is the Zoning Compliance Fee (ZCF)?

A. Proceeds of this fee are applied to the administration and enforcement of the Cannon County Zoning Resolution of August 16, 2018 as amended.

Q. What does the Zoning Compliance Fee (ZCF) cost?

A. This fee of \$0.95 per square foot of heated space is applicable to new construction and additions over 30 square feet.

Q. When is the ZCF due?

A. The ZCF is due when the Building Permit is issued (“pulled”). If the Building Permit application was completed online; the property owner must pay the fee at the Cannon County Planning Department (located in the County courthouse) as soon as possible.

Q. How is the ZCF paid?

A. The ZCF is payable to the LUA either by cash or check.

Q. Will the ZCF be due again at any point?

A. No. It is a one-time fee.

### **Adequate Facilities Tax**

Q. What is the Adequate Facilities Tax (AFT)?

A. Proceeds of this tax are applied to the construction of Cannon County Schools; this tax is levied in compliance with Resolution 2019-13 of the Cannon County Board of Commissioners.

Q. What does the Adequate Facilities Tax (AFT) cost?

A. This tax of \$0.90 per square foot of heated space is applicable to new construction and additions over 30 square feet.

Q. When is the AFT due?

A. Upon issuance of the Building Permit, the permit holder-acknowledges the AFT through a notarized document; the tax is payable when the building permit is issued, but may be deferred until construction is complete or the property is sold, whichever occurs first.

Q. Can the AFT deferral be extended?

A. Yes; the deferral can be extended for a year; two extensions are allowed pending approval of the Planning Department.

Q. How is the AFT paid?

A. The AFT is payable to the LUA either by cash or check.

Q. Will the AFT be due again at any point?

A. No. It is a one-time tax.

### **Other Frequently Asked Questions**

Q. Is a residential building permit necessary to place a manufactured or modular home?

A. No. Manufactured and modular homes are inspected at the factory. Manufactured homes must be installed by licensed installers and must have an installation decal applied after completion of the set-up. If a manufactured home owners chooses to have an inspection of the installation, they should call (615) 741-7192.

Q. How does the new property obtain a street address?

A. Contact the 911 address coordinator, William F Ayers & Associates at 1-800-794-1981

Q. How are inspections scheduled?

A. This link describes all the necessary steps to schedule inspections (including electrical). [Job Aid on how to schedule inspections](#)