



Blount County Government Permit Process

Job Address _____

1. _____ **Zoning Approval** for land or occupancy use (Variance may be required)
2. _____ Geology / Soils Analysis (if not on sewer and not already approved development) Must have completed before applying for a Septic Permit. **Allow up to 15 days**
3. _____ **Septic Permit Application** (Payment of Fees / if applicable) Blount County Environmental & Health
4. _____ Site Evaluation for Drain Field (if applicable) **Allow up to 10 days**
5. _____ Stormwater Site Review (if applicable) **Allow up to 10 days**
6. _____ **State Electrical Permit Application** (Local Utility District)
7. _____ **Building Permit Application**
8. _____ Zoning Review (Variance may be required)
9. _____ Stormwater Review (May have been completed at the Environmental Site Review) **Allow up to 10 days**
10. _____ Building Plans Review (Variance may be required) **Allow up to 5 days residential/10 days commercial**
11. _____ **Issuance of Building Permit** (Payment of Fees)
12. _____ Schedule Inspections Based on the Inspection Checklist Provided with the Permit
(**Schedule Inspections 1Day in Advance**)
13. _____ Environmental Drain Field Inspection Approval (Environmental Health Department)
14. _____ Final State Electrical Inspection Approval (Local Utility District)
15. _____ Building Final Inspection Approval (Site Stabilization, Site Identification, Final Gas, Life Safety)
Schedule at least 1 business day in advance
16. _____ **Certificate of Occupancy** or Certificate of Completion issuance (building may be used or occupied)

This Check List is primarily intended for use in One & Two Family Dwellings

***** **Allowable Times are estimates only and could change depending on each individual case** *****

To Schedule Inspections, Call: 865-681-9301