

City of Spring Hill
5000 Northfield Lane
Suite 520
Spring Hill, TN. 37174



Phone 931-486-2252 Ext. 211
Fax: 931-486-3596

Permit Application Procedures

The purpose of this policy is to ensure that proper procedures are followed during daily operations of the Codes Department. The establishment of this policy will ensure accountability and proper record keeping. This policy applies to all permits to include, Buildings, Pools, Sheds, Fences, Signs, Boring, Grading, Blasting, House Moving, Backflow Preventers, and Retaining Walls. The following procedure is set forth:

- *An application and all supporting documents must be submitted for review prior to approval.
- *Applications can be secured at the Codes Department Office or be printed from the Codes Department Web Site. (springhilltn.org)
- *All permits must include a plan to be submitted, this plan must be reviewed and approved by the Building Official.
- *For new commercial buildings, the plan must have been reviewed and approved by the Planning Commission before submitting the commercial permit application to the Building and Codes Department.
- *All commercial permits must include two (2) sets of plans and one (1) electronic set of plans to be submitted.
- *The permit must be paid in full before the permit will be issued.
- *A receipt must be issued to the applicant along with the permit. Permit documentation / papers will be given to the applicant after the permit is paid.
- *The applicant must be informed of the following:
 1. Where the permit is to be placed on site.
 2. Duration of the permit.
 3. The permit is non-transmittable for any other project.
- *Permits may be renewed, a renewal fee is required. This renewal must follow the same procedures as stated above.

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***The Building Official has the sole authority to revoke all permits. ***

*** Should any work be started without a Permit, the Permit Fee Will Be Doubled ***

*** No Fees can be waived, unless approved by the Board of Mayor and Alderman***

*** Refunds made will be charged a 10% (percent) fee for all refunds up to \$100.00, thereafter it will be**

\$100.00 for all refunds*

Required Fees:

Demolition - \$50.00

Blasting - \$50.00

Outbuilding- \$25.00

Boring - \$50.00

House Moving - \$50.00

Trailer - \$50.00

Backflow- \$25.00

Fence - \$25.00

Deck \$25.00

Grading Permits

(Based on Cost of the Projects Grading & Infrastructure)

1st \$1,000.00 = \$15.00

\$5.00 per each additional \$1,000.00 remaining

Developer Fees for New Residential Lots

(Resolution 02-17 / Ordinance 86-42, Section 13-59, Ordinance 10-16)

Water Reserve Fees = \$455.00 per lot

Sewer Reserve Fees = \$1,487.50 per lot (3 Bedroom)

(For Multi Family, see Appendix C)

Building Permits, New Residential

\$50,000 or less, multiply the square footage by \$45.00 = Valuation (Heated Space)

1st \$50,000.00 = \$260.00

Remaining, \$4.00 per thousand (HVAC Permit included in this calculation)

Valuations \$100,000.00 and over, multiply square footage by \$45.00

1st \$100,000 = \$460.00

Remaining, \$3.00 per thousand (HVAC Permit included in this calculation)

Plumbing Fees

\$50.00 per Full Bath

\$25.00 per Half Bath

\$50.00 per Kitchen

Other Required Fees

Attached (1) Car Garage-\$30.00

Attached (2) Car Garage- \$50.00

Attached (3) Car Garage- \$75.00

Per Porch - \$30.00Per Deck / Patio - \$25.00

Adequate Facilities Tax

Williamson County - \$2.00 (psf) (Heated Space)

Maury County - .50 (psf) (Heated & Unheated Space)

Spring Hill - \$500.00 + .50 (psf) (Heated Space)

Spring Hill Impact Fee

See attached Exhibit D

Build Outs / Room Addition Permits (Based on Cost of Project)

No Adequate Facilities Tax required for additions or build outs

\$15.00, 1st \$1,000., \$5.00 per each additional \$1,000.00 remaining

\$50.00 per Bath, \$25.00 per Half Bath

Swimming Pools

In ground... (Cost \$15.00 1st \$5.00 per each additional \$1,000.00 remaining.

Above ground \$50.00 (greater than 24 inches deep)

Water Sewer Tap Fees for Contractors

Water Tap- \$1,300.00 + Residential $\frac{3}{4}$ meter (\$185.65)

Sewer Tap - \$1,100.00 (Duplexes, Town Homes, Condominiums, Villas, Garden Homes)

Sewer Tap - \$600.00 Each Apartment & Boarding House

HB & TS Water Fees

(Ordinance No.96-27)

\$750.00 Per Tap

Subdivisions that require HB & TS Fees:

Anderson Acres

Ashwicke Park

Brixworth (Only on the front side)

Buckner Crossing

Chapman's Crossing

Cherry Grove

Cochran Trace

Haynes Crossing

Pickett's Ridge

Spring Hill Place

Astonwoods

Benevento

Baker Springs

Burtonwood

Chapman's Retreat & Town Homes

Cherry Grove Addition

Dakota Pointe

Newport Crossing

Pipkin Hills

Wades Grove

Commercial Plan Review

New Buildings and Buildouts

Fee will be 20% of the Building Permit fee, to include:

Total Construction Cost, Bathrooms, Kitchen and Fixtures with Drain

Commercial Permits

(Based on Cost of Construction)

1st \$1,000.00 = \$15.00

\$5.00 per each additional \$1,000.00 remaining

Plumbing Permit - \$50.00 per bath, \$50.00 per Kitchen

Each additional water fixture with drain - \$10.00 each

Waste water Loads Commercial & Residential, see Appendix C attached

Spring Hill Adequate Facilities Tax Commercial & Residential

Spring Hill \$500.00 +.50 per sq. ft.

Maury County Adequate Facilities Tax Commercial & Residential

Contact: Jackie Morgan

931-375-3001

jmorgan@maurycounty-tn.gov

Spring Hill Impact Fees

See attached Exhibit D attached

Grading Permits

(Based on Cost of the projects infrastructure)

Lot 336 8050 Forest Hills Drive^{1st} \$1,000.00 = \$15.00

\$5.00 per each additional \$1,000.00 remaining

Sewer Connection

4 inch Tap = \$1,100.00 (Residential)

6 inch Tap = \$1,300.00 (Commercial)

8 inch Tap = \$1,600.00 (Commercial)

Water Tap Fees for Commercial & Residential

Water Tap	Water Reserve	Meter Set	Total
¾ Inch Tap -\$1,300.00	\$455.00	\$185.65	\$1,940.65
1 Inch Tap- \$1,600.00	\$560.00	\$306.80	\$2,466.80
1 ½ inch Tap -\$1,900	\$665.00	\$489.32	\$3,054.32
2 Inch Tap- \$2,100.00	\$735.00	Turbo \$826.80	\$3,661.80
3 Inch Tap- \$2,800.00	\$980.00	Turbo \$962.00	\$4,742.00
4 Inch Tap- \$3,700.00	\$1,295.00	Turbo \$1,591.20	\$6,586.20
6 Inch Tap- \$ 4,700.00	\$1,645.00	Turbo \$3,744.00	\$10,089.00
6 Inch Fire Line	NC	\$185.65	\$185.65
8 Inch Tap-\$8,700.00	\$3,045.00	Comb \$7,124.00	\$18,869.00
8 Inch Fire Line	NC	\$185.65	185.65
2 Inch Tap \$2,100.00	\$735.00	Compound \$1,866.80	\$4,701.80
3 Inch Tap- \$2,800.00	\$980.00	Compound \$2,210.00	\$5,990.00
4 Inch Tap- \$3,700.00	\$1,295.00	Compound \$3,387.28	\$8,382.28
6 Inch Tap- \$ 4,700.00	\$1,645.00	Compound \$4,758.00	\$11,103.00

Residential Irrigation Meter

¾ Inch- \$400.00 Water tap + \$140.00 reserve fee + \$185.65 Meter Set + \$25.00, Backflow Permit
= \$750.65 total

Backflow Permit for Commercial & Irrigation

\$25.00

Table of Water / Waste water Loads

Appendix C

(Ordinance No.97-20)

Projected water use and wastewater loads of developments shall be determined using the following standards as a guide. This based off of a \$4.25 per gallon rate.

Planned Use	Design Unit	Average Flow Per Day (In Gallons)
Residential		
Single Family Residence	Per House / Subdivision lot	350
Mobile Home (Outside Park)	Per Home / Lot	250
Mobile Home Park	Per Home / Space	200
Multi-Family Residence (1 bedroom)	Per Dwelling Unit	200
Multi- Family Residence(2Bedroom)	Per Dwelling Unit	300
Multi- Family Residence (3 bedroom)	Per Dwelling Unit	350
Motel and Institutional		
Hotels / Motels (without cooking facility)	Per Lodging Unit	100
Hotels / Motels (with cooking facility)	Per Lodging Unit	150
Nursing Homes / Rest Homes	Per Bed	100
Hospitals	Per Bed	200
Schools	Per Student(maximum capacity)	30
Office		
Office	Per 400 s.f. of gross floor space	25
General Retail	Per 1000 s.f. gross floor space	100
Restaurants and Taverns	Per seat	50
Other Commercial		
Laundromat	Per washing machine	500
Carwash	Per bay	2000
Service Station	Per bay / pump island	1000
Theaters	Per seat	3
Warehouse, Storage, Showroom	Per 1000 s.f. of gym floor space	25
Industrial		
Domestic Waste Only	Per 1000 s.f. Of gym floor space	100
Process Waste	Determined by City of Spring Hill	
Miscellaneous		
Churches and Assemblies	Per seat	2

CITY OF SPRING HILL IMPACT FEE SCHEDULE

EXHIBIT D

Land Use Type	Unit	Fee per Unit (33% - Effective July 1, 2019)	Fee per Unit (100% - Effective July 1, 2020)
Single-Family Detached	Dwelling	\$1,006	\$3,048
Multi Family	Dwelling	\$780	\$2,364
Mobile Home Park	Pad	\$533	\$1,614
Senior Adult Housing, Detached	Dwelling	\$453	\$1,374
Senior Adult Housing, Attached	Dwelling	\$394	\$1,194
Golf Course	Hole	\$289	\$875
Hotel/Motel	Room	\$624	\$1,891
Retail/Commercial/Shopping Center	1,000 sf	\$1,568	\$4,753
Restaurant, Standard	1,000 sf	\$3,009	\$9,118
Restaurant, Drive-Through	1,000 sf	\$6,676	\$20,229
Gas Station w/Convenience Mkt.	1,000 sf	\$2,590	\$7,848
Office/Institutional	1,000 sf	\$1,188	\$3,599
Elementary/Secondary School	1,000 sf	\$369	\$1,117
Community College	1,000 sf	\$831	\$2,517
Day Care Center	1,000 sf	\$979	\$2,966
Hospital	1,000 sf	\$919	\$2,784
Nursing Home	1,000 sf	\$560	\$1,698
Place of Worship	1,000 sf	\$594	\$1,800
Industrial	1,000 sf	\$446	\$1,350
Warehouse	1,000 sf	\$230	\$697
Mini-Warehouse	1,000 sf	\$199	\$602

Shopping Center	An integrated group of commercial establishments that is planned, developed, owned and managed as a unit
Gasoline Service Station	Primary business is the fueling of motor vehicles. May also have ancillary facilities for servicing and repairing motor vehicles. Does not include convenience stores, and car washes are not included in this land use.

¹ Demand Factors are based upon trip generation rates divided by two (2). Trip Generation rates are derived from Trip Generation 9th Edition published by the Institute of Traffic Engineers.

² All unit fees are rounded to the nearest five dollars.