

City of Spring Hill
5000 Northfield Lane
Building 600
Spring Hill, TN. 37174



Phone 931-486-2252 Ext. 211
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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.
- ***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 \$1000.00, 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

Office Trailer - \$50.00

Backflow- \$25.00

Fence - \$25.00

Deck or Patio - \$25.00

Driveway - \$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

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) & Educational Impact Fee

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

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

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

No Adequate Facilities Tax required for additions or build outs

1st \$1,000. \$15.00,

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

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

Swimming Pools

In ground... Total Cost of Pool, \$15.00 1st \$1,000 \$5.00 per each additional \$1,000.00 remaining.

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

Sewer Tap Fees for Residential

Sewer Tap 4 inch - \$1,100.00 (Duplexes, Town Homes, Condominiums, Villas, Garden Homes)

Sewer Tap - Apartment & Boarding House, \$600.00 per Unit

HB & TS Water Fees

(Ordinance No.96-27)

\$750.00 Per Tap

Subdivisions that require HB & TS Fees:

- | | |
|------------------------------------|--------------------------------|
| Anderson Acres | Astonwoods |
| Ashwicke Park | Benevento |
| Brixworth (Only on the front side) | Baker Springs |
| Buckner Crossing | Burtonwood |
| Chapman’s Crossing | Chapman’s Retreat & Town Homes |
| Cherry Grove | Cherry Grove Addition |
| Cochran Trace | Dakota Pointe |
| Haynes Crossing | Newport Crossing |
| Pickett’s Ridge | Pipkin Hills |
| Spring Hill Place | Wades Grove |
| Wilkerson Place | |

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

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

Grading Permits

(Based on Cost of the projects infrastructure)

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)

10 inch or larger, To be determined by City Engineer

Residential Irrigation Meter

¾ Inch- \$1,300.00 Water tap + \$790.00 reserve fee + \$185.65 Meter Set + \$25.00, Backflow Permit = \$2,300.65 total

Backflow Permit for Commercial Irrigation

\$25.00

Spring Hill Impact Fees

See attached Exhibit D attached

Spring Hill Development Fees (Sewer & Water)

See attached, page 8

CITY OF SPRING HILL IMPACT FEE SCHEDULE

EXHIBIT D

	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
ShoppingCenter/Retail/Commercial	1,000sf	\$1,568	\$4,753
Restaurant, Standard	1,000 sf	\$3,009	\$9,118
Restaurant, Drive-Through	1,000sf	\$6,676	\$20,229
Gas Station w/Convenience Mkt	1,000sf	\$2,590	\$7,848
Office/Institutional	1,000sf	\$1,188	\$3,599
Elementary/Secondary School	1,000sf	\$369	\$1,117
Community College	1,000sf	\$831	\$2,517
Day Care Center	1,000sf	\$979	\$2,996
Hospital	1,000sf	\$919	\$2,784
Nursing Home	1,000sf	\$560	\$1,698
Place of Worship	1,000sf	\$594	\$1,800
Industrial	1,000sf	\$446	\$1,350
Warehouse	1,000sf	\$230	\$697
Mini-Warehouse	1,000sf	\$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.