



Blount County Government

Permit Process & Inspection Checklist

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. _____ Footing Inspection (Setbacks, Erosion Control, Site Identification and Access, Sanitary and Foundation Inspections) **Schedule at least 1 business day in advance**
13. _____ Slab Inspection (Under Slab Plumbing / Utilities, Radon, Vapor Barrier, Steel / Meshing) **Schedule at least 1 business day in advance**
14. _____ Rough In Inspection (Setbacks, Erosion Control, Site Identification and Access, Sanitary, Plumbing, Mechanical/Gas, Frame Inspections, Electrical must be installed). This inspection shall be conducted before insulation is installed. **Schedule at least 1 business day in advance**
15. _____ Environmental Drain Field Inspection Approval (Environmental Health Department)
16. _____ Final State Electrical Inspection Approval (Local Utility District)
17. _____ Building Final Inspection Approval (Site Stabilization, Site Identification, Final Gas, Life Safety) **Schedule at least 1 business day in advance**
18. _____ **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