

Jefferson County Building Permit Procedure

To purchase a building permit for a house, addition, garage or shed you will need to provide a copy of the following documents:

- A) Warranty Deed– Available from Register of Deeds**
- B) Platt Map– Available from Register of Deeds**
- C) Septic Letter or Certificate of Verification– Environmental Office**
- D) 2 copies of plans or drawing- One set of plans will be returned when the building permit is purchased.**
- E) Obtain driveway permit from the Highway Department- No charge (865) 397-2155**
- F) Modular Home- Mod Packet and Floor plan**

To purchase building permit for a NEW Mobile Home- S/W or D/W

- A) Warranty Deed– Available from Register of Deeds**
- B) Platt Map– Available from Register of Deeds**
- C) Septic Letter or Certificate of Verification– Environmental Office**
- D) Copy of Bill of Sale and Floor plan**
- E) Obtain driveway permit from the Highway Department- No charge (865) 397-2155**

To purchase building permit for a USED Mobile Home- S/W or D/W

- A) Warranty Deed– Available from Register of Deeds**
- B) Platt Map– Available from Register of Deeds**
- C) Septic Letter or Certificate of Verification– Environmental Office**
- D) Size of the Mobile Home**
- E) Obtain driveway permit from the Highway Department- No charge (865) 397-2155**

Jefferson County Building Department

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865-484-9006 (fax)

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