

TOWN OF WALDEN

1836 Taft Highway | Walden, TN 37377

PROCESS FOR ACQUIRING A BUILDING PERMIT

Getting a Building Permit is a three-part process.

PART ONE

APPLY FOR A SEPTIC PERMIT FROM THE HAMILTON COUNTY GROUNDWATER DEPARTMENT.

Hamilton County Groundwater Department

1250 Market Street Chattanooga, TN 37402

423-2097876

gwp@hamiltontn.gov

https://www.hamiltontn.gov/BuildingInspection_Septic.aspx

PART TWO

SUBMIT A SITE PLAN PACKET TO THE TOWN OF WALDEN FOR APPROVAL

Site Plans may be emailed to mprescott@waldentn.gov, or a paper copy may be dropped off or mailed to Walden Town Hall. For questions, please call (423) 886-4362.

A site plan packet must include the following:

A. A Septic Permit approved by the Hamilton County Ground Water Department.

B. A complete site plan including:

- Name of the owner of the property.
- Address of the property.
- Current zoning for the location.
- A written description of the request for permitting.
- The proposed building uses.
- Location of property lines.
- Front, rear, and side setback lines.
- Distance from property lines indicated on the site plan for existing and proposed structures.

- Footprint and dimensions of existing and proposed buildings and their uses.
- Location of easements or right-of-ways.
- Location of existing and proposed driveways.
- Location of existing streams.
- Location of the existing and proposed septic tank and field lines.
- NEW CONSTRUCTION ONLY must include:
 - A digital copy of the to-scale site plan, signed by an engineer licensed with the State of Tennessee.

Additional information may be requested pending the initial review.

Following approval of the site plan, a notice will be emailed to the Hamilton County Building Inspector's office and the applicant.

PART THREE

APPLY TO HAMILTON COUNTY BUILDING INSPECTORS' OFFICE FOR BUILDING PERMIT.

- The applicant is responsible for contacting the Hamilton County Building Inspector's office to complete the required applications for a permit.
- The Hamilton County Building Inspectors' office will issue all Building Permits and handle all required inspections during construction.

Hamilton County Building Inspectors Department

4005 Cromwell Road Chattanooga, TN 37421

(423) 209-7860

inspect@hamiltontn.gov

https://www.hamiltontn.gov/Department_BuildingInspections.aspx

