

# BUILDING REQUIREMENTS & PROCEDURES

CITY HALL: 731-885-1341

FIRE DEPARTMENT: 731-885-4851

PUBLIC WORKS: 731-885-9601

UNION CITY ELECTRIC: 731-885-9212

WATER TREATMENT: 731-885-9622

## ZONING REQUIREMENTS

- The City of Union City Zoning Ordinance & Zoning Map can be accessed online at [unioncitytn.gov/codes.html](http://unioncitytn.gov/codes.html). This is used to determine what the allowed uses are for a particular piece of property within City limits.
- Property can be rezoned by filling out a Rezoning Request and filing it with the Planning & Codes Department along with a \$75 fee.
- A zoning variance/exception may be granted by the Board of Zoning Appeals by completing an Application for Hearing and filing it with the Planning & Codes Department.

## PLANNING REQUIREMENTS

- Commercial developments must submit a Site Plan for Planning Commission approval
- In order to remove lot lines or combine properties, a Subdivision Plat must be submitted and approved by the Planning Commission
- An Elevation Certificate must be obtained if building inside a Flood Zone

## PERMIT REQUIREMENTS

- Permits are required by the owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to alter any gas, mechanical or plumbing system.

## STORMWATER & EROSION CONTROL

- All land disturbing projects and contractors are to abide by the Clean Water Act which states it is unlawful to discharge any pollutant from a point source into navigable waters.
- All Best Managements Practices (BMPs) must be approved practices from the Tennessee Department of Environment & Conservation's Erosion & Sediment Control Handbook (Current edition).
- Projects disturbing 1 acre or more (or are part of a larger development) must acquire a Stormwater Permit through the Tennessee Department of Environment and Conservation.
- Preconstruction meeting required before permit can be issued.
- Any land disturbing projects over an acre will also have a Stormwater packet that will include documents such as checklists, a maintenance contract (if applicable), and grading notes that are required to be signed, reviewed, and submitted to the Stormwater Program Manager before the Stormwater plan review process takes place.
- Upon submittal of the Stormwater packet, stamped Construction Drawings, Erosion Control Plans, and SWPPP are a requirement. (Hard copies and electronic)
- Any spills or illicit discharges must be reported to the Stormwater Hotline: 731-446-5840

## CONTRACTOR REQUIREMENTS

- State license required if total contract exceeds \$25,000
- All plumbers and gas fitters must be licensed and insured to do work in Union City

## REQUIRED INSPECTIONS

- Footing/Foundation
- Rough-In Plumbing/Gas
- Framing
- Insulation
- Final Inspection

## FOOTING & FOUNDATION DESIGN

- Footing Depth: 12"
- Footing Width: Table 403.1 IRC
- Horizontal Bar: Two #4 with 3" inch clearance
- Vertical Bar: One #4 every 4' on center
- Concrete Strength: 2500
- Anchor Bolt Design:
  - ½" diameter by 7" long with 3" plate washers placed every 4' on center

## WATER & SEWER REQUIREMENTS

- Footing/Foundation
- Rough-In Plumbing/Gas
- Framing
- Insulation
- Final Inspection

## CODES ADOPTED

- 2012 International Building Code
- 2012 International Plumbing Code
- 2012 International Mechanical Code
- 2012 International Fuel Gas Code
- 2012 International Residential Code
- 2012 International Fire Code
- 2012 International Property Maintenance Code
- ICC A117.1-2009 Accessible and Usable Buildings and Facilities
- Standard Unsafe Building Abatement
- 2009 ICC Energy Conservation Code

## INSULATION REQUIREMENTS

- Ceiling: R-38 Minimum
- Walls: R-13 Minimum
- Crawl Space Wall: R-10 Minimum or insulate the floor with R-19 minimum
- Slab: R-10
- Fenestration: U-0.40 - Windows & Doors

## RESIDENTIAL FLOOR PLANS

- Floor plans are required for all new construction and room additions.
- Show each floor
- State square footage of residence, garage, decks (covered & uncovered)
- Location of plumbing fixtures, appliances, fireplace, type and location of heating system.
- Window size and type, floor size and type, door size and type, direction of door swing.

## GENERAL REQUIREMENTS

- There shall be a floor or landing on each side of an exit door. The landing shall be a minimum of 36" in the direction of travel and no less in width than the door it serves.
- Stairway Minimum Width: 36"
- Handrail Height: 34" to 38"
- Handrails are required on stairs with 4 or more risers
- Hall Minimum Width: 36"
- Porches, balconies, ramps or raised floor surfaces located more than 30" above the floor or grade below must have guards not less than 36" in height and must not allow passage of a 4" sphere between rails or ornamental closures.
- Separation is required between the garage and living space by not less than ½" gypsum board. Rooms above a garage require a 5/8" type X gypsum board. Gyp board must be on the garage side. Door openings must be solid core.
- Smoke detectors shall be installed in each sleeping room, outside each separate sleeping area and on each additional story including basements
- Wind/earthquake connectors are required where the joist or truss come to rest on the top plate.
- All materials must be approved for their intended use.