Carter County Planning & Zoning
Courthouse Box 14
801 E. Elk Avenue
Elizabethton, TN 37643
Phone (423) 542-1834

Christopher Schuettler, Director

PERMIT APPLICATION REQUIREMENTS

Before any construction or excavation may begin for any **New Residential of Commercial construction, addition, accessory building, swimming pool or ground disturbance**, the owner of the developing property or his agent **must first verify the proposed improvement meets the Zoning requirements.** After the zoning requirements have been verified, provide the Planning and Zoning Department with the following items:

1. A property Tax Card (Tas Assessor's office in courthouse).
2. A 911 address (Obtainable from the Carter County 911, 529 South Sycamore Street, 423-543-0911).
3. Permit for Construction of Subsurface Sewage Disposal System or Proof of existing Subsurface Sewage Disposal System (TDEC Division of Water Resources located at the 2305 Silverdale drive, Johnson City, TN 423-854-5400).
4. A driveway Connection Agreement (Carter County Highway Department, 1246 Stateline Rd. 423-543-2331).
5. Square footage, number of stories and type of Foundation for the structure.
6. State Contractors license for permits issued to other than the homeowner.

Planning and Zoning will issue (as required):

1. Stormwater Permit: Excavation Cut and Fill Basement
   Footers Concrete Slab Logging

2. Carter County Building Permit. (For all residential and commercial buildings, mobile homes, and any accessory buildings.) (This permit includes minor excavating for footers and driveway installation, not involving cut and fill).

****Failure to obtain all required permits prior to initiation of any work will result in the permit fee being doubled.***

PERMITS ARE WRITTEN MONDAY – FRIDAY 8:00 AM- 11:00 AM