



Permit Type: Decks – New, Alteration, Renovation and/or Repair:

IMPORTANT NOTE: THIS PERMIT TYPE IS FOR AN UNCOVERED DECK ONLY. IF YOU ARE WORKING ON A COVERED; DECK, SCREENED PORCH, AND/OR A COVERED PATIO OR A SUNROOM YOU MUST SELECT THE “RESIDENTIAL ADDITION” PERMIT TYPE.

Permit Required for Decks:

When constructing a new deck, replacing an old deck or repairing an old deck. Any structural work, including but not limited to, the replacement of stairs and/or handrails, guardrails, floor joists, posts, beams, etc. requires a building permit. A building permit is also required if adding a roof over an existing deck or patio. (see [Permit Type - Residential Addition](#) for more information)

Online Permit Submittal Requirements:

1. An online account with My Government Online (MGO) will be required to apply for any permit, you must first create an account. See [How to Create a New User Account for MGO](#) for more information.
2. Completed Online Building Permit Application – Must be complete, accurate and digitally signed / acknowledged. All required fields online are marked by an *(asterisk).
Please Note: It is very critical that the correct information is entered in the online system, especially phone numbers and e-mail addresses. This is how you will be contacted and notified from within the online system.

Online Plan Review Submittal Requirements:

Before uploading documents to MGO see the following document for instructions and guidance: [MGO Uploading and Naming Documents Guidelines](#)

If documents are not uploaded per the specific guidelines your application will be returned and you will be required to “re-upload” the documents. The online system has dedicated places for each required document pending the type of permit application you are applying for. Upload all documents in their respective places accordingly.

Required Documents for Application and Plan Review:

1. Copy of [Contractors License](#)
2. Copy of [General Liability Insurance](#) and [Workers Compensation Certificate](#) with the Town of Farragut listed as the certificate holder.
3. [Homeowner's Affidavit](#) – when a Homeowner applies for the Building Permit #1 and #2 above are not required. The Homeowner will be required to complete the [Homeowners Affidavit Agreement](#). Download the document via the link provided, print the Affidavit and have it notarized. Scan the signed and Notarized Affidavit as a pdf file and upload it to the document center in your project online for review and approval.
4. [Site Plan](#) - Show location/placement of deck on the property to scale. Dimensions from nearest edge of deck to all respective property lines (Front, Sides and Rear, etc.) and provide lot coverage information. See the [“TOF Sample Site Plan”](#) for more information and a checklist of required items on a site plan.
NOTE: A plot plan can be printed from [KGIS.org](#) and used as a site plan in some situations. Other situations may require a site plan, or an as-built survey conducted by a registered and licensed surveyor in the state of TN.



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5. ***Building Plans*** - show and label the direction of, the nominal size of, and the on-center spacing of all structural members (Floor Joists, Beams, Headers, Posts etc.) on the plans. Include footing information, size and depth of footings. Provide details on how the deck will be attached to the existing structure or will it be freestanding. Plans can be hand drawn and scanned as a pdf file, and the drawing must be legible. More information and details on the plans will help reduce any questions and speed up the review process.

Inspections Required for Decks:

1. Footing
2. Rough Framing
3. Final Inspection

(additional inspections may be required depending on the project).

Please see our [Residential Inspections Handout](#) for more information on required inspections.

Please see the [DCA06 Deck Construction Guide Online](#).

See Chapter 5, Section 507 Exterior Decks in the 2018 International Residential Code for One-and-Two Family Dwellings (Free Online Codes at www.ICCSafe.org).

Electrical work shall be permitted and inspected as required by the State Electrical Inspectors Office. For electrical and low voltage inspections, please contact the State Electrical Inspector at (865)-986-6591. State electrical inspections must be completed prior to the Town of Farragut rough-in and final inspections.

IMPORTANT NOTICE: This document subject to errors and omissions. All requirements and the general processes as outlined herein are subject to change and are not or may not be all-inclusive. Every project is unique and could require additional information, inspections, documentation, etc. as determined by the Codes Official(s). The Town of Farragut Codes Official's reserve the right to require engineering by a Registered State of TN Licensed Professional (Engineer) as deemed necessary to ensure all proposed improvements are code compliant at the time of construction.