



Plumbing, Gas, Mechanical, and/or Fireplace Permitting Processes and Requirements

First, what type of permit should be applied for? A “New Permit” or “Add a Permit to an Existing Project”?

All Plumbing, Gas, Mechanical and Fireplace Permits shall be applied for under one of the following two conditions. It is critical the correct permit type be applied for initially or the application will be rejected and returned to the applicant. The applicant will be required to re-submit the application under the correct permit type for processing.

“New Permit” – This permit application type is for obtaining a stand alone permit for items such as: Hot Water Heater replacement, HVAC change out (replacement), adding a new gas appliance (range, cooktop, fireplace, grill, pool heater, generator, etc.) to an existing residence’s gas piping system or installing a new gas piping system to an existing residence.

“Add To Existing Permit” – This permit application type is for obtaining a permit to conduct work on the plumbing systems, gas piping system, mechanical systems and fireplaces on a project that has an existing building permit such as new construction, most additions and renovations and detached accessory structures.

If you have questions about what type of permit to choose please contact our office at 865-675-2384 for clarification prior to selecting and submitting an online application.

Plumbing, Gas, Mechanical and Fireplace Permits:

Required when: The removal of, addition of, and/or alteration of the plumbing supply, drain, waste, and/or vent piping system(s) is conducted. The removal of, addition of, and/or alteration of the gas piping system(s) is conducted. The removal of, addition of, and/or alteration of the mechanical HVAC equipment, duct systems, and/or ventilation system(s) is conducted.

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 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 / Document 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.



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Required Documents for Application and Review: (Residential Projects only)

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 Plumbing, gas, mechanical and/or fireplace permit(s), #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 in MGO for review and approval. Please Note: The Town of Farragut strongly recommends using licensed contractors for all work being conducted. Homeowners obtaining permits for unlicensed or under licensed contractors could result in the non-licensed contractors being reported to the State of Tennessee Regulatory Board for Licensed Contractors.
4. Site Plan – not required for this permit type
5. Building Plans – Typically not required for stand alone “New” permits. When adding a plumbing, gas, mechanical and/or fireplace permit to an existing permit the information is generally on the plans submitted for the initial building permit.
6. All Mechanical permits for HVAC Systems, New and Change outs, must include a Manual J prior to the permit being issued.
7. The total BTU load for all appliances and the total gas system BTU load must be completed within the online application when applying for the permit.

Inspections Required for Residential Plumbing, Gas, Mechanical and Fireplace Permits:

1. Plumbing/Gas/Mechanical Slab or Underground (as applicable)
2. Plumbing/Gas/Mechanical/Fireplace Rough ins
3. Plumbing/Gas/Mechanical/Fireplace Finals

Not all the above inspections are required for all projects. The Town of Farragut will determine what inspections are required at the time of plan review and will adjust the inspection requirements in MGO accordingly (additional inspections not listed may be required depending on the project).

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

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.