



RUTHERFORD COUNTY BUILDING CODES

Creating a Sustainable Future Through Building Standards and Safety

ONE SOUTH PUBLIC SQUARE SOUTH, ROOM 101, MURFREESBORO, TENNESSEE 37130
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COMMERCIAL PLANS REVIEW CHECKLIST

All plans must be designed in accordance with the following family of International Codes with applicable amendments as adopted by the Rutherford County Board of Commissioners:

2018 ICC International Building Code 2018 ICC International Plumbing Code
2018 ICC International Mechanical Code 2018 ICC International Fuel Gas Code
2018 ICC International Fire Code 2018 ICC International Energy Conservation Code

(a full list of all amendments to the Codes adopted by Rutherford County can be found on our website at buildingcodes.rutherfordcountyttn.gov)

All plans for new construction, tenant build-outs and renovations must have the following code information noted on them and the manner in which compliance has been achieved:

- Drawn to scale
- All applicable codes
- Allowable height and area
- Construction type
- Rated walls, floors, ceilings, roofs, doors, etc.
- Life safety plan
- Spinklered or unsprinklered
- Total building area (sf)
- Emergency exits and lighting
- Dimensions and specific use of each room/area
- Number of Stories
- Exit travel distances
- Occupancy classification

The following items should be submitted with the Commercial Building Permit Application for Plans Review.

- Site Plan approved and stamped by Rutherford County Planning and Engineering Dept.
- Zoning Compliance Form (Rutherford County Planning Dept.)
- Land Disturbance Permit (Rutherford County Engineering Dept.)
- SSDS Permit or completion certificate (State of TN Dept. of Environment and Conservation)
- *A complete set of Architectural drawings (drawings should include mechanical and plumbing designs where applicable)
- *A complete set of Structural drawings (preferably digital)
- *A complete set of sprinkler prints designed by State Certified installer if required

***When stamped drawings are required, every sheet of each set of plans must be stamped, signed, and dated by a registered architect or engineer per state law.**

The following occupancies must be submitted and reviewed by the State Fire Marshal's Office prior to submittal to Building Codes Office for review and building permit issuance:

- All state owned and leased buildings
- All educational occupancies (K-12) public or private
- All day care centers (including adult day care) licensed by the Department of Human Services
- All assembly occupancies with occupant load of 300 or more

After application submittal, you will be notified by the Plans Reviewer to schedule a review meeting with him/her and the Rutherford County Fire Chief. Your design professional and/or engineer may also be asked to attend this meeting.

NOTE: A BUILDING PERMIT WILL NOT BE ISSUED UNTIL ALL REQUIRED ITEMS ARE SUBMITTED AND THE REVIEW PROCESS IS COMPLETE