



RUTHERFORD COUNTY, TENNESSEE

BUILDING CODES DEPARTMENT

1 South Public Square, Room 101, Murfreesboro, Tennessee 37130
Tel: 615.898.7734 Fax: 615.898.7941

COMMERCIAL PLANS REVIEW CHECKLIST

All plans must be designed in accordance with the following adopted county codes:

ICC International Building Code – 2012 Edition ICC International Plumbing Code – 2012 Edition
ICC International Mechanical Code – 2012 Edition ICC International Fuel Gas Code – 2012 Edition
ICC International Fire Code – 2012 Edition ICC International Energy Conservation Code – 2009

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

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)
- *Complete set of Architectural drawings (preferably digital)
- *Complete set of Structural drawings (preferably digital)
- Complete set of sprinkler prints designed by State Certified installer if required
- Drawings should include mechanical and plumbing designs where applicable

*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