

Contact List for Metro Codes Permitting,
Due Diligence Questions, and Permit
Application Sign Offs

METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF CODES
AND BUILDING SAFETY



Below is the contact information for Metro Codes Department Divisions and other Metro Agencies that may be involved in permitting. Those contacts identified with letters, [A], [B], etc., are reviews that may be required for a Codes Building Permit.

ZONING HELPDESK	zoninghelpdesk@nashville.gov	(615) 862-6510
ESPAÑOL for Zoning	Leoncio.Dominguez@nashville.gov	(615) 862-6879
ARABIC for Zoning	Gihan.Rezk@nashville.gov	(615) 862-6691
ZONING – METRO CODES	EMAIL:	PHONE & ADDRESS:
<i>Questions about the Zoning Code and Permitting</i>	zoninghelpdesk@nashville.gov	(615) 862-6510
<i>Muni code – Chapter 17 - Zoning</i>		Click to access – Title 17 - ZONING
[A] Zoning Review	zoninghelpdesk@nashville.gov	(615) 862-6510
[A] Site Plan Review	zoninghelpdesk@nashville.gov	800 Ronald Reagan Wy Metro Office Building (MOB) – offices on 1 st Floor
[A] Noise Mitigation Building Application Review	zoninghelpdesk@nashville.gov	
[A] Zoning Sidewalk Requirement Review	zoninghelpdesk@nashville.gov	
[A] Zoning Street Tree Requirement Review	Stephan.Kivett@nashville.gov	
Landscaping & Tree / UF Street Tree Reviews	Stephan.Kivett@nashville.gov	
Zoning Letters (TABC, TMVC, TREC, etc.)	zoningletters@nashville.gov	(615) 862-6505 / Tameka Jenkins
BZA – Board of Zoning Appeals	BZA@nashville.gov	(615) 862-6788 / Kristy Patrick
BUILDING PERMITS INSPECTIONS - CODES	EMAIL:	PHONE & ADDRESS:
<i>Questions about inspections</i>	permitinspections@nashville.gov	MOB – offices on 3rd Floor
Building	Lisa.Stromatt@nashville.gov	(615) 862-6550
Electrical	Wilma.Sullivan@nashville.gov	(615) 862-6560
Plumbing	Kelly.Bryan@nashville.gov	(615) 862-6570
Gas Mechanical	Kelly.Bryan@nashville.gov	(615) 862-6570
<i>Residential Building Codes Questions Chapter 16.08:</i>	Ronald.Rider@nashville.gov	Click to access information: Chapter 16.08: Building Codes
EPERMITS – Nashville e-Permits	EMAIL:	LINK
<i>Track permit applications sign offs, view issued permits, view permit inspections, and view comments</i>	permitissuance@nashville.gov	https://epermits.nashville.gov/#/
FIRE MARSHAL	EMAIL:	PHONE & ADDRESS:
<i>Requirements and due diligence questions</i>	fmoplans@nashville.gov	(615) 862-5230 MOB – offices on 3 rd Floor
[B] Fire Life Safety Review On Building Application	fmoplans@nashville.gov	
[B] Fire Sprinkler Requirement	fmoplans@nashville.gov	
[B] Fire Alarm Requirement	fmoplans@nashville.gov	
HEALTH DEPARTMENT	EMAIL:	PHONE & ADDRESS:
Kitchen Plans Review On Building Application	Pamela.Wilson@nashville.gov	(615) 340-0438
Demolition Permit Signoff	Clint.Johnson@nashville.gov	2500 Charlotte Ave.

Septic	Septicinfo@nashville.gov	(615) 340-5630
HISTORIC COMMISSION	INFO & EMAIL:	PHONE & ADDRESS:
<i>Requirements and due diligence questions for properties located within a Neighborhood Conservation Overlay, Historic Preservation or Historic Landmark Overlay</i>	historicalcommission@nashville.gov	(615) 862-7970 3000 Granny White Pk.
[H] Historic Commission Review	historicalcommission@nashville.gov	
MDHA Sign Off - Parker Brown	pbrown@Nashville-MDHA.org	
MDHA's Development Office		(615) 252-3750
METRO WATER SERVICES	EMAIL:	PHONE & ADDRESS:
<i>Requirements and due diligence questions</i>	mws.ds@nashville.gov	(615) 862- 7225 MOB – offices on 1 st Floor
[E] Cross Connect Review For Building Application	mws.ds@nashville.gov	
[E] Sewer/Water Availability Review For Building App.	mws.ds@nashville.gov	
Debris Management Requirement	Simone.Chhut@nashville.gov Allie.Omens@nashville.gov	(615) 862-4004
Debris Management Review	CandDRecycling@nashville.gov	Click to access Online Debris Management Review Form
Sewer Discharge Compliance Application Grease Management (Environmental Compliance)	mws.sdc@nashville.gov	(615) 862-4590
NDOT TRANSPORTATION / Public Works	EMAIL:	PHONE & ADDRESS & LINKS:
<i>Requirements and due diligence questions</i>	pwbuildingpermit@nashville.gov	(615) 862-8781 750 S 5th St
[F] Address Review On Building Application	pwbuildingpermit@nashville.gov	
[F] Ramps & Curb Cuts Review	pwbuildingpermit@nashville.gov	
[F] Solid Waste Review On Building Application	pwbuildingpermit@nashville.gov	Click for NDOT-related questions: Info for Developers Permits Types and Fees
PW - Public Works Sidewalk Capital Project...	pwbuildingpermit@nashville.gov	
[F] Sidewalk Review For Building Application	pwbuildingpermit@nashville.gov	
[F] PW Street Tree Review For Building Application	pwbuildingpermit@nashville.gov	
PARCEL VIEWER - online mapping tool		LINK:
<i>Access property information; zoning, overlays, property ownership, general information</i>		Click for website – parcel viewer
PERMIT ISSUANCE/PAYMENT - CODES	EMAIL:	PHONE & ADDRESS:
<i>Assistance with trades applications and registrations, permit bonds, insurance, and state license information. Assistance with the e-permits system and paying for permits.</i>	permitissuance@nashville.gov	(615) 862-6517 MOB – offices on 1 st Floor
[G] Bond & License Review On Building Application	permitissuance@nashville.gov	
[G] Restrictive Covenant Review	permitissuance@nashville.gov	
PLANNING DEPARTMENT	EMAIL:	PHONE & ADDRESS:
<i>Requirements and due diligence questions for properties located within a Commercial or Residential PUD, Specific Plan (SP), UDO, DTC, or Neighborhood Landmark Overlay</i>	planningstaff@nashville.gov	(615) 862-7190: Do not select Option 1 MOB – offices on 1 st Floor
<i>Questions regarding the rezoning or subdivision process</i>	planningstaff@nashville.gov	
<i>Mapping Services / Temp parcel IDs / HPR mapping</i>	Mappingstaff@nashville.gov	

[J] Planning Zoning Review - CA	planningstaff@nashville.gov	
PLANS REVIEW – COMMERCIAL PERMITS – CODES	EMAIL:	PHONE & ADDRESS:
<i>Questions about Commercial Plan Review submittal, Commercial Plan Requirements, 3rd Party Commercial review submittal.</i>	Ronya.Bomar@nashville.gov	(615) 862-6614
<i>Commercial Building Codes questions</i>	Jon.Atwood@nashville.gov Richard.Harris@nashville.gov Scott.Summerville@nashville.gov John.Tyler@nashville.gov Lisa.Minton@nashville.gov Jeffrey.Betts@nashville.gov	MOB – offices on 3 rd Floor
[B] Building Plans Received / BLUEBEAM	Ronya.Bomar@nashville.gov	(615) 862-6614
[B] Building Plans Review	Jon.Atwood@nashville.gov Richard.Harris@nashville.gov Scott.Summerville@nashville.gov John.Tyler@nashville.gov Lisa.Minton@nashville.gov Jeffrey.Betts@nashville.gov	MOB – offices on 3 rd Floor
REGISTER OF DEEDS	EMAIL:	PHONE, ADDRESS & LINK:
<i>Record ‘restrictive covenant’; obtain copies of deeds, plats, surveys, and/or other recorded documents on properties</i>	rod.infodesk@nashville.gov	615-862-6790 300 Deaderick St. Click for website – Register of Deeds
SHORT TERM RENTAL PROPERTIES - CODES	EMAIL:	PHONE & LINK:
<i>Questions: “Can I have a STR (Airbnb) in my property?” Types of STRP permits, renew STRP permits, application process</i>	STRPQuestions@nashville.gov	(615) 862-6816, click to access STRP Permit Information
STORMWATER – Metro Water Services	EMAIL:	PHONE & ADDRESS:
<i>Requirements and due diligence questions for Grading permits OR properties within Flood Overlays</i>	mws.stormdr@nashville.gov	(615) 862- 7225 MOB – offices on 1 st Floor
[C] Flood Plain Review On Building Application	mws.stormdr@nashville.gov	
[D] Grading Plan Review On Building Application	mws.stormdr@nashville.gov	
TENNESSEE ONE CALL - 811	WEBSITE:	PHONE & E-TICKETS:
Contact Tennessee 811 at least three (3) working days before starting a project. Tennessee 811 processes the notification of proposed digging and notifies member utilities, or their contract locators, to mark their underground facilities prior to the digging.	https://www.tenn811.com/	811 or 800-351-1111 Homeowners or contractors can enter e-tickets at https://www.tenn811.com/online-ticket-entry
U&O LETTERS – USE & OCCUPANCY - CODES	EMAIL:	PHONE & ADDRESS:
U&O Letter	uoletters@nashville.gov	(615) 862-6527 MOB – offices on 3 rd Floor