



CITY OF JOHNSON CITY
"Tennessee's Green City"  

CITY GOVERNMENT RESIDENTS BUSINESS VISITORS HOW DO I...?

IN THIS SECTION [Sign In / Register](#) [Portal Home](#) [Property Search](#)

CONTACT US
Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome to the City of Johnson City web portal.

With an account you will be able to do more with CityView Portal. This includes faster entry of information, and access to options not available to anonymous users.

[Login](#)

Email Address *


Password *

[Forgot your password?](#)

[Create an Account](#)

Powered by CityView

Apply for a Building Permit / Create a Building Application.



CITY GOVERNMENT RESIDENTS BUSINESS VISITORS HOW DO I...?

IN THIS SECTION

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

CONTACT US
Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome

Our Cityview Portal is now available for:

- Property
- Applying for Building/Trade Permits
- Request an Inspection
- Submit an application for a Rezoning, Concept Plan, Annexation, Certificate of Appropriateness or a Subdivision Plat
- Check on your application status and pay fees

For a new project, click on "Apply for a Building Permit"

Building Division

[Apply for a Building Permit](#)
[Request an Inspection](#)
[Application Search](#)
[Upload Submittals](#)



Planning Division

[Apply for a Planning Permit](#)
[Application Search](#)
[Upload Submittals](#)

Property Information

[Search for a Property](#)

TYPES OF APPLICATIONS:

"Tennessee's Green City"  

CITY GOVERNMENT **RESIDENTS** **BUSINESS** **VISITORS** **HOW DO I...?**

IN THIS SECTION

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome

Our Cityview Portal is now available for:

- Property
- Applying for Building/Trade Permits
- Request an Inspection
- Submit an application for a Rezoning, Concept Plan, Annexation, Certificate of Appropriateness or a Subdivision Plat
- Check on your application status and pay fees

you may also "Request an Inspection" for a project in progress.

You may sign in and "Upload Submittals" for any project in progress.

Building Division

[Apply for a Building Permit](#)
[Request an Inspection](#)
[Application Search](#)
[Upload Submittals](#)

Property Information

[Search for a Property](#)

Planning Division

[Apply for a Planning Permit](#)
[Application Search](#)
[Upload Submittals](#)

You may log in and "Search for a current Application" in Progress.

Any Planning Applications may be applied for here. Such As Annexation, Rezoning, Variances, Ect.

Powered by CityView

Typical NEW Building Permit / Application: STEP 1

[CITY GOVERNMENT](#) [RESIDENTS](#) [BUSINESS](#) [VISITORS](#) [HOW DO I...?](#)

IN THIS SECTION

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

Step 1: Application Type
Step 2: Permit Type
Step 3: Work Items
Step 4: Description of Work
Step 5: Location
Step 6: Contacts
Step 7: Upload Files
Step 8: Review & Submit
Step 9: Submitted

Here, we are applying for a BUILDING PERMIT. Our Choice is a NEW ONE AND TWO FAMILY HOME. All areas with a * MUST be filled out in order to move forward to the next step.

Permit Application - Description and Type

Required information is indicated with an asterisk (*).

Choose the application type:*

Please categorize the nature of the work being done:*

Please describe the work being done:*

Limit 4000 characters

▼ **Application Details**

Building Use:*

Number of Stories:

Number of Units:*

Total Valuation:*

▼ **Building Application Details**

No of Bedrooms:

No of Bathrooms:

STEP 2:

Tennessee's Green City

CITY GOVERNMENT RESIDENTS BUSINESS VISITORS HOW DO I...?

IN THIS SECTION

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Step 1: Application Type Step 2: Permit Type Step 3: Work Items Step 4: Description of Work Step 5: Location
Step 6: Contacts Step 7: Upload Files Step 8: Review & Submit Step 9: Submitted

Here, you may choose the PERMITS you will require along with this construction. Choose all you will need.

Permit Application - Select Permit Types

Required information is indicated with an asterisk (*).

Please choose as many Permits as are appropriate.

- Building
- Driveway Permit
- Electrical
- Fire Prevention
- Fuel Tank Removal Permit
- Gas
- Mechanical
- Plumbing
- Sprinkler System Permit

Previous Step: Application Type Next Step: Work Items

Powered by CityView

STEP 3:

IN THIS SECTION

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome Nicole Lawrence!

[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)



Here, Pick all your work items for this construction.

Permit Application - Work Items

▼ Building Permit

Please choose as many work items as are appropriate.

- Covered Porch
- Deck
- Foundation
- Pergola
- Residential Floor Area - Above Grade
- Residential Floor Area - Below Grade Finished
- Residential Floor Area - Below Grade Unfinished
- Retaining Wall
- Solar Collector
- Uncovered Porch

▼ Driveway Permit Permit

Please choose as many work items as are appropriate.

- Driveway

STEP 3 Cont.:

▼ Electrical Permit

Please choose as many work items as are appropriate.

- 3KW Heater
- Above 3 KW Heater
- Dryer
- Electrical Service 100 Amps
- Electrical Service 200 Amps
- Electrical Service 30 Amps
- Electrical Service 300 Amps
- Electrical Service 400 Amps
- Electrical Service 60 Amps
- Electrical Service above 400 Amps
- Electrical Service for a sign
- Generator
- Light Fixtures
- Motor 1 to 5 HP
- Motor 1/4 to 1/2 HP
- Motor 10 to 50 HP
- Motor 5 to 10 HP
- Motor over 50 HP

▼ Gas Permit

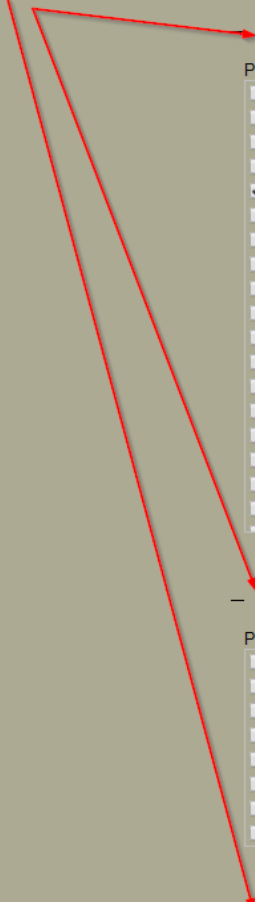
Please choose as many work items as are appropriate.

- Boiler or Central heating
- Conversion Burners
- Floor Furnace
- Incinerator
- Inspection of Vented Wall Furnance
- Outlets
- Propane Tank Set
- Water Heater

▼ Mechanical Permit

Please choose as many work items as are appropriate.

- AC Unit
- Boiler
- Forced Air System
- Furnace
- Refrigeration Unit
- Water Heater



▼ Plumbing Permit

Please choose as many work items as are appropriate.

- Backflow Protective Device
- Drainage or Vent Piping - Repair / Alteration
- Fixtures Plumbing (ea)
- House Sewer
- House Sewer - Repair Replacement
- Pipe & Water Treating Repair / Alteration
- Water Heater or Vent
- Water Line

Previous Step: Permit Type Next Step: Description of Work

Now, on to your next step.

Powered by CityView

STEP 4:

[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

CONTACT US

Municipal & Safety Building
 601 E. Main St.
 Johnson City, TN 37601
 (423) 434-6000

Step 1: Application Type Step 2: Permit Type Step 3: Work Items **Step 4: Description of Work** Step 5: Location

Step 6: Contacts Step 7: Upload Files Step 8: Review & Submit Step 9: Submitted

Permit Application - Description of Work

▼ Building Permit Work Items

Deck

SQ FT:
Please enter the quantity for this work item in the units specified

Residential Floor Area - Above Grade

SQ FT:
Please enter the quantity for this work item in the units specified

Residential Floor Area - Below Grade Finished

SQ FT:
Please enter the quantity for this work item in the units specified

Residential Floor Area - Below Grade Unfinished

SQ FT:
Please enter the quantity for this work item in the units specified

▼ Driveway Permit Work Items

Driveway

All items on this page are optional, yet very helpful, if you are able to fill in the requested information.

STEP 5 & 6:

Tennessee's Green City

CITY GOVERNMENT RESIDENTS BUSINESS VISITORS HOW DO I...?

IN THIS SECTION

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

Step 1: Application Type Step 2: Permit Type Step 3: Work Items Step 4: Description of Work Step 5: Location
Step 6: Contacts Step 7: Upload Files Step 8: Review & Submit Step 9: Submitted

Permit Application - Contacts

If you would like to use the contact information from your account, click the button below.

| Type | Contact |
|----------------|--|
| Property Owner | Not shown for privacy reasons |
| Applicant | Nicole Lawrence, Address:382 POPLAR RIDGE RD |

▼ Contact Type

Contact Type*

▼ Search for Contact Information

First Name*

Last Name

Street Address*

Contacts: "USE MY INFORMATION" would be what you would choose here IF you registered using your business address. If you did not register under your business address, then you would need to "SEARCH FOR CONTACT INFORMATION".

STEP 8:

[Sign Out](#) [My Account](#) [My Items](#) [Contact Home](#) [Property Search](#)

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

Step 1: Application Type

Step 2: Permit Type

Step 3: Work Items

Step 4: Description of Work

Step 5: Location

Step 6: Contacts

Step 7: Upload Files

Step 8: Review & Submit

Step 9: Submitted

Permit Application - Review & Submit

Please review the information below and if it is correct, press the submit application button to submit your application.

— ▾ Permit Information —

Permit Type: New One and Two Family Home
Category of Work: New
Description of Work: New Single Family Home
Locations: Address
601 E MAIN ST, Johnson City, TN 37601
Property
090046L F 00200
Contacts: Property Owner
Not shown for privacy reasons
Applicant
Nicole Lawrence, Address:382 POPLAR RIDGE RD

— ▾ Application Details —

Building Use: Residential
Number of Stories: 2.0
Number of Units: 1
Total Valuation: \$275,000.00

— ▾ Building Application Details —

No of Bedrooms: 3
No of Bathrooms: 2.50

Here is where you will review your current Application. Make sure everything is correct.

FEES: STEP 9

Listed here are your FEES. Once you SUBMIT YOUR APPLICATION, you will need to WAIT UNTIL YOU RECEIVE AN EMAIL STATING YOUR APPLICATION HAS BEEN REVIEWED AND APPROVED PRIOR TO PAYING ANY FEES.

After you receive this email, only then ay you pay your fees.

QTY: 1

Water Line:

QTY: 1

Feas

| Paid Fees | | | | |
|---------------------------|---------|--------|---------|-----------|
| | Amount | Paid | Owing | Date Paid |
| None | \$0.00 | \$0.00 | \$0.00 | |
| Outstanding Fees | | | | |
| | Amount | Paid | Owing | Date Paid |
| Mechanical Permit Fee | \$20.00 | \$0.00 | \$20.00 | Not Paid |
| Plan Review (Residential) | \$25.00 | \$0.00 | \$25.00 | Not Paid |
| Totals: | \$45.00 | \$0.00 | \$45.00 | |

Permit(s) will not be issued until outstanding fees have been paid in full.

Total Amount Payable Online: \$45.00

Previous Step: Upload Files

Submit Application

Cancel Application

Powered by CityView

UPLOADING DOCUMENTS: STEP 7

This is where you are to **UPLOAD ANY DOCUMENTS** for your Application to be reviewed and approved. **Untill ALL documents are received your Application is NOT complete and it will NOT move forward in the process. You may NOT pay any fees until your application has been reviewed and approved. You will receive an email notifying you when you may pay your fees.**

Permit Application - Upload Documents

Note: This step is optional. Documents may be uploaded at a later time from the Upload Submittals link located on the main page.

Guidelines For Electronically Submitting Documents:

- Submitted documents should be under 40MB in size.
- Accepted file extensions:
 - pdf, dwg, cad, jpg, png, tif, docx, xlsx
- All plans shall be to scale.
- Recommended naming conventions:
 - Keep filename consistent.
 - Avoid the use of non-friendly filenames. (ex. k9dk38fj3.pdf)
 - Avoid inappropriate language in filenames.
- Submitted documents will be stamped at the conclusion of the review.
 - The stamp will be placed in the upper right hand corner of the document. It is recommended that this area, to the extent possible, be left blank so that no information is lost when the the stamp is applied.

Once you have chosen the files you wish to upload, please click the button located at the bottom of the page, to complete your submission.

Current Submittal

Submittal #1) Permit Application Submittal (10/30/2017)

[Print Requirement Items](#)

This is NOT required!

| Type | Status | Date Verified |
|---|---------|--|
| Application Form | Pending | |
| Select a new document for this requirement: | | <input type="button" value="Browse..."/> |
| Site Plan | Pending | |
| Select a new document for this requirement: | | <input type="button" value="Browse..."/> |
| Grading, drainage, and erosion control plan | Pending | |
| Select a new document for this requirement: | | <input type="button" value="Browse..."/> |

These ARE required!

Upload Additional Documents

Select any additional documents you wish to provide:

Provide a short description of this set of documents:

HOW TO LOCATE PROJECTS IN PROGRESS:

IN THIS SECTION

Welcome Nicole Lawrence!
[Sign Out](#) [My Account](#) [My Items](#) [Portal Home](#) [Property Search](#)

CONTACT US

Municipal & Safety Building
601 E. Main St.
Johnson City, TN 37601
(423) 434-6000

My Items

[Expand All](#) / [Collapse All](#)

▾ My Permit Applications

No records were found.
[Apply for a Building Permit](#)

▾ My Planning Applications

No records were found.
[Apply for a Planning Permit](#)

▾ My Upcoming Inspections

No upcoming inspections were found.

Powered by CityView

To locate your projects, permits and inspections you will click on "MY ITEMS". If you do not see any items, you MUST "EXPAND ALL" in order to see all of your projects.

For Portal Assistance please contact:

Nicole Lawrence

Administrative Coordinator |Development Services

423-434-6074

nlawrence@johnsoncitytn.org