



**HISTORIC
FRANKLIN
TENNESSEE**

Accessory Dwelling Conversion Process

1. When converting a detached space to an Accessory Dwelling Use, you will need to submit a full set of plans for City of Franklin staff to review for Code Compliance.
2. The plans will need to show exactly how you will bring the converted space to the most current code being applied in the City of Franklin. Currently we will recognize the 2018 IRC based on this becoming a separate residential single-family dwelling unit.
3. Once plans have been approved, building permit will be issued to licensed General Contractor.
4. A new address will be established for this new dwelling. For example, if the address is currently 109 3rd Ave for the primary structure, the new address will be 109A 3rd Ave.
5. You will be allowed to connect directly to the existing utilities to serve this new dwelling space. No new water or sewer tap will be required for this new dwelling unit.
6. No new electric meter will be allowed to serve this new dwelling unit.
7. 25% of new Water and Sewer Impact Fees will be assessed to this new capacity being incurred on the current service provided for the new dwelling unit.
8. Full Facilities Tax will be charged for all new square footage in the new dwelling unit. This will be charged at .89 cents per square foot.
9. Building Valuation Fee will be charged for all new square footage of the new dwelling space at .63 cents per square foot.
10. Road Impact Fee will be charged at 25% of the most current RIF for Arterial and Collector Road Impact Fees based on the City of Franklin's adopted fees in the Municipal Code.
11. All permits will be issued to licensed contractors based on State of TN licensing standards.
12. All field inspections must be performed and passed for minimum code compliance.
13. A new Certificate of Occupancy will be issued for the new dwelling unit upon completion of all field inspections.

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