

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
ORDINANCE #269-2023-06

**AN ORDINANCE TO SET AN APPLICATION FEE SCHEDULE ASSOCIATED WITH THE
PLANNING, CODES, AND ZONING DEPARTMENT**

WHEREAS, the land use controls of Hartsville/Trousdale County, Tennessee have been adopted for the purpose of promoting the public health, safety, morals, convenience, order, prosperity, and general welfare of the community; and

WHEREAS, as referenced in the Hartsville Zoning Ordinance Article VII.D Fee, “[The Hartsville/Trousdale County Commission] shall establish a schedule of fees and collection procedure...The schedule of fees shall be posted in the Office of the Building Inspector. Only the [Commission] may alter or amend the fee schedule”;

WHEREAS, the Hartsville/Trousdale County Regional Planning Commission has duly reviewed and recommended these requests to the County Commission; and

WHEREAS, the County Commission has reviewed such recommendation and has conducted a public hearing prior to the second reading.

NOW, THEREFORE, BE IT ORDAINED BY THE HARTSVILLE/TROUSDALE COUNTY COMMISSION that the attached Fee Schedule be established:

Attachment 1: Rezoning Application Procedure

Attachment 2: Fee Schedule

BE IT ENACTED that this ordinance shall take be adopted and effective on May 1, 2023, the public welfare requiring it.

As recommended by Planning Commission November 14, 2022

As recommended by the Codes & Zoning Committee January 5, 2023

Public Hearing to be held on February 27, 2023 if passed at 1st reading

First Reading:	<u>January 23, 2023</u>	1M <u>Landon Gulley</u>	Voice Vote				
		2m <u>Shane Burton</u>	Approved w/o opposition	Absent	<u>0</u>	PASSED	
Second Reading:	<u>February 27, 2023</u>	1M <u>Beverly Atwood</u>	Voice Vote				
		2m <u>David Thomas</u>	Approved w/o opposition	Absent	<u>0</u>	PASSED	

APPROVED IN REGULAR SESSION ON FEBRUARY 27, 2023; EFFECTIVE MAY 1, 2023

Approved:



Commission Chairman

Attest:



County Clerk

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

Building, Codes, Zoning Office

328 Broadway, Room 1 | Hartsville, TN 37074

office (615) 374-1125 | fax (615) 374-1100

Fees, as set by the Hartsville/Trousdale County Commission, shall be due and payable at the time of filing of petition. These fees shall be posted with requests to amend a provision or provisions of the zoning resolution and zoning ordinance. These fees are to be used by Hartsville/Trousdale County to defray costs resulting from such petitions and any subsequent amendments of the zoning resolution and zoning ordinances.

REZONING PROCEDURES

A proposed change of zoning district boundaries shall be initiated by filing an application with the Trousdale County Planning Commission. Said application shall contain:

1. The name and address of the owner and/or owners of the subject property, and the written certification of the authorized agent.
2. Trousdale County tax map and parcel number and acreage and/or description of requested acres for rezoning. If a portion of the property is being rezoned and not the whole parcel, then an official legal description of the requested portion will need to be provided by second Commissioner reading.
3. A description of the proposed zone change, modification, or repeal together with written justifications for the requested zone change.
4. The names and addresses of the adjacent property owners including those property owners across streets, roads, highways, and/or railways, and waterways which border the applicant's property.
5. Payment of a fee to defray the administrative cost of amending the rezoning resolution established in FEE SCHEDULE.
6. Any applicant for a change in a zoning district boundary shall be required to place and maintain a notification sign in accordance with the following provisions:
 - A. Public notification signs shall be posted and maintained on the property which is the subject of the proposed zoning district change for at least fifteen (15) days prior to the public hearing on the zoning boundary change and shall remain until final action of the County Commission or the application is withdrawn.
 - B. The public notification signs shall be those furnished by the Trousdale County Building Official. The Building Official shall collect a fee as established in Fee Schedule Table for each sign furnished. A deposit will be required for each sign needed which will be refunded upon the return of each undamaged sign. If the sign is damaged the deposit will be forfeited. The signs shall specify the time, date, and location of the scheduled public hearing for the proposed zoning change. The

signs shall also contain the telephone number of the County Office where additional information can be obtained. All costs associated with the proposed zoning change shall be paid for by the applicant requesting the zoning change except for the advertisements posted in the local newspapers. The Sign Deposit will be refunded upon the return of the undamaged sign.

- C. One (1) public notification sign shall be posted along every three hundred (300) feet of each public street or road right-of-way adjoining property. If the property is accessed by easement, then one (1) sign shall be posted at the location where each easement attaches to a public street or road right-of-way. The signs shall be posted within ten (10) feet of the public street on road right-of-way and be positioned in a manner to best inform the motoring public without creating a safety hazard.
 - D. Any property line of the subject property which fronts upon any public street or road shall be clearly flagged or marked at the time the public notification sign is posted.
 - E. The absence of the Public Notification sign will result in the application process being reset to the initial step. If a sign is vandalized, the applicant must file a Police Report within the first 24 hours of incident. The applicant will need to provide a copy of the report to the Building Office to receive a replacement sign at no cost. If the sign is not replaced within 24 hours of a report being filed, the Rezone process will be reset.
7. If the zoning change is one which was initiated by the Trousdale County Planning Commission and the change affects more than two contiguous separately owned tracts of property, then the notification signage requirements contained in ___ 7, shall not apply.
8. In addition to the other requirements set forth in this Resolution, whenever a request to change the zoning classification of specific parcels of properties is to be considered by the Planning Commission a notice shall be published of such request together with a notice of the time set for a public hearing by the Planning Commission. Said notice shall be published one (1) time in a newspaper of general circulation in the County of Trousdale, Tennessee. Said hearing by the Planning Commission shall take place no sooner than fifteen (15) days after publication of such notice and placement of a sign.

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FEE SCHEDULE

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FEE SCHEDULE		
Planning Commission	Application Fee	Public Notice Signage Depositⁱ
Rezone Application	\$ 350.00	\$ 150.00
Site Application	\$ 250.00	
Plat Amendment Application	\$ 200.00	
Minor Subdivision Application	\$ 250.00	
Major Subdivision Application	\$ 500.00	
Board of Zoning Appeals	Application Fee	Public Notice Signage Depositⁱⁱ
All Applications to the BZA	\$ 350.00	\$ 150.00
Construction Board of Appeals	\$ 350.00	\$ 150.00

ⁱ Public Notice Signage Deposit will be refunded if the sign is returned undamaged. The deposit is for one sign. If additional signs are required, the Deposit will be \$100.00 per sign needed.

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