

APPENDIX A

TIPTON COUNTY REGIONAL PLANNING COMMISSION

SITE PLAN CHECKLIST

NAME OF DEVELOPMENT _____

LOCATION _____ ZONING DISTRICT _____

OWNER _____

ENGINEER OR SURVEYOR _____

Planning
Initials

Surveyor
Initials

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Names and addresses of development, owner of record and applicant and names of all adjoining property owners. |
| _____ | _____ | 2. Present zoning classification of the site and all abutting properties. |
| _____ | _____ | 3. Nature of the proposed use of the site, and the Tax Map and Parcel Number. |
| _____ | _____ | 4. Date, scale, north point and all related dimensions and bearing of the lot. |
| _____ | _____ | 5. Courses and distances of centerlines of all roads. |
| _____ | _____ | 6. All building restriction lines (yard setbacks and right-of-ways) and easements. |
| _____ | _____ | 7. Acreage or square footage of the lot. Show the Flood Map number and date. |
| _____ | _____ | 8. Sufficient grade and elevation information to demonstrate that the property will drain properly, and show the topographic contour lines at appropriate intervals. The location of any potential wetlands areas. |
| _____ | _____ | 9. Location of all utilities, including all outside lighting (existing and proposed), fire hydrants, fire lines, meters, valves and backflow preventers. |
| _____ | _____ | 10. All Commercial and Industrial zoned or use properties shall require a stormwater runoff analysis including before and after volumes, grading plans and erosion control plans (if necessary) approved by the Tipton County Public Works Department prior to Site Plan approval. These requirements also apply to all Assembly, Educational and Institutional classified occupancy construction (according to the current adopted Building Code) greater than two thousand five hundred (2,500) square feet. See Section 3-112 for requirements. |
| _____ | _____ | 11. Show location of property with respect to surrounding property and roads. Show location of septic tank and field lines on the property as well as a copy of the Permit for Construction of Subsurface Sewage Disposal System. |

This form shall be filled out completely and accurately before any item submitted to appear before the Planning Commission will be accepted. Any item that is not required, write N/A in its place.

BUILDING PERMIT APPLICATION

Landowner's Name: _____ Phone #: _____

Mailing Address: _____

City: _____ ST: _____ Zip Code: _____

Building Location: _____

City: _____ ST: _____ Zip Code: _____

Subdivision Name: _____ Lot #: _____

Tax Map #: _____ Group: _____ Parcel #: _____ Lot Area: _____

EACH DWELLING REQUIRES FIFTY (50') FEET OF ROAD FRONTAGE TO A COUNTY ROAD.

Please List Any Other Structures on This Parcel of Land: Such As Houses, Mobile Homes, Sheds, Shops, Barns, Etc.: _____

<u>Permit Type</u>	<u>Building Type</u>	<u>Zoning Classification</u>
____ New Construction	____ Residential ____ Bedrooms	____ FAR ____ C-1
____ Addition	____ Mono ____ Footing ____ Conv	____ R-1 ____ C-2
____ Remodeling	____ Commercial	____ R-2 ____ C-3
____ Fill – Grading	____ Industrial	____ R-3 ____ I-1
____ Temporary	____ Assembly	
____ Mobile Home	____ Storage	____ Flood Zone (X, A, AE)
____ Year Model	____ Other: _____	____ Flood Elevation
____ Size		____ New Driveway (Y, N)

Have You Built A House Within The Last Two Years? _____

If Yes, When? _____ Address: _____

PLEASE BRING THE FOLLOWING:

- Set of House Blueprints with Total Sq. Ft. under Roof or Scale Drawing with Total Sq. Ft. for Any Other Buildings or Copy of Mobile Home Floor Plan.
- Copy of Septic Drawing or Legal Proof of an Existing Septic System.
- Copy of Recorded Deed, if Recently Transferred.
- Copy of Survey for Properties Greater Than Five (5) Acres.
- Please Have The Property Owner Fill Out The Information On The Second Page If The Property Is In Someone Else's Name.

Total Sq. Ft. Under Roof: _____

Signature: _____ Date: _____

MUST BRING PROOF OF CONTRACTOR'S LICENSE

Contractor/Builder: _____

License #: _____

Is There Any Part of This Construction That Is Not Going To Be Finished On This Permit/Any Other Remarks to Be Made: _____

*******NOTICE*******

This Permit becomes Void if authorized work is not started within six (6) months from date of issue, or if work ceases for any six (6) month period from date of issue. I do hereby certify that the above information is true and accurate. I fully understand that any misrepresentation of fact, intentional or unintentional, of the above information shall constitute grounds for the revocation of this permit. I have received a copy of the Tipton County Building Inspection Schedule with the requirements associated with this permit.

I do hereby certify that I have read and examined this document, and know the same to be true and correct. All work shall comply with all provisions, laws and resolutions governing this type of work or construction, whether specified herein or not. The granting of a permit does not presume to give the authority to violate or override the provisions of any other state or local law regulating construction or the performance of construction.

Signature: _____ Date: _____

LANDOWNER'S PERMISSION

If the person pulling the permit is not the landowner or licensed contractor, please have the following signed by the landowner.

Name of Landowner: _____

Address: _____ Phone #: _____

Map #: _____ Group: _____ Parcel #: _____ Acreage: _____ For The Land Being Used.

I hereby acknowledge the issuance of a building permit for the property listed above.

Signature: _____ Date: _____

*******NOTICE*******

Call for an Inspection between 8:00 AM and 11:00 AM on the day you want the inspection.
Please Call (901) 476-0215 or 476-0255.

****Office Hours are 8:00 AM – 11:00 AM, Monday - Friday****

Check # _____

Cash _____

BUILDING PERMIT

0001

Tipton County, Tennessee

Owner's Name: _____ Phone #: _____

Mailing Address: _____

Building Location: _____

Subdivision Name: _____ Lot #: _____

Tax Map #: _____ Group: _____ Parcel #: _____ Lot Area: _____

Permit Type:

_____ New Construction
_____ Addition
_____ Remodeling
_____ Fill – Grading
_____ Temporary
_____ Mobile Home
_____ Year Model
_____ Size

Building Type:

_____ Residential ____ Bedrooms
_____ Commercial
_____ Industrial
_____ Assembly
_____ Storage
_____ Other: _____

Zoning Classification:

_____ FAR _____ C-1
_____ R-1 _____ C-2
_____ R-2 _____ C-3
_____ R-3 _____ I-1
_____ Flood Zone (X, A, AE)
_____ Flood Elevation
_____ New Driveway (Y, N)

Required: Front Yard Setback: _____, **Minimum Distance From Center of Road:** _____
Side Yard Setback: _____, **Rear Yard Setback:** _____

Total Square Footage: _____ Contractor/Builder: _____

Estimated Cost: _____ License Number: _____

Remarks: _____

Payment Received From: _____ Amount: _____ For Permit #: _____

NOTE: THIS PERMIT BECOMES VOID IF WORK IS NOT STARTED WITHIN SIX (6) MONTHS FROM DATE OF ISSUE, OR IF WORK CEASES FOR ANY SIX (6) MONTH PERIOD FROM DATE OF ISSUE.

I do hereby certify that the above information is true and accurate. I fully understand that any misrepresentation of fact, intentional or unintentional of the above information shall constitute grounds for the revocation of this permit.

Owner

Tipton County Building Inspector

Date

APPLICATION TO APPEAR BEFORE
THE TIPTON COUNTY BOARD OF ZONING APPEALS

PLEASE SUBMIT EIGHT (8) COMPLETE SETS OF THE FOLLOWING:

1. LOCATION OF PROPERTY:

- A. ROAD ADDRESS: _____
- B. AREA IN ACRES: _____ ZONING: _____
- C. MAP #: _____ GROUP: _____ PARCEL #: _____
- D. MAP OF THE PROPERTY (PLEASE ATTACH A SCALED DRAWING).

2. APPLICANT:

NAME: _____
ADDRESS: _____
PHONE #: _____ ALTERNATE PHONE # _____

3. REASON FOR APPLICATION:

- _____ VARIANCE (\$200 APPLICATION FEE)
- _____ USE PERMITTED ON APPEAL (\$100 APPLICATION FEE)
- _____ ADMINISTRATIVE REVIEW (NO CHARGE)

EXPLANATION: _____

4. IS THIS PROPERTY CURRENTLY UNDER LITIGATION? _____

I HEREBY CERTIFY THAT THE STATEMENTS ON THIS APPLICATION AND ANY MAPS, DRAWINGS OR OTHER ACCOMPANYING DATA SUBMITTED WITH THIS APPLICATION ARE TRUE AND CORRECT. ANY MISREPRESENTATION OF INFORMATION SHALL BE GROUNDS FOR REVOCATION OF ANY DECISION OF THE GILT EDGE BOARD OF ZONING APPEALS.

SIGNATURE: _____ DATE: _____

DATE OF MEETING: _____ TIME: **5:00 P.M.**

MEETING LOCATION: TIPTON COUNTY JUSTICE COMPLEX, 1801 S. COLLEGE ST.
SOMEONE MUST BE PRESENT AT MEETING TO REPRESENT APPLICATION

APPROVAL GRANTED: _____ APPROVAL DENIED: _____

CHECK #: _____ CASH: _____ DATE PAID: _____

ACCEPTED BY: _____

THE TIPTON COUNTY REGIONAL PLANNING COMMISSION
PETITION FOR REZONING

PLEASE SUBMIT TEN (10) COMPLETE SETS OF THE FOLLOWING:

1. LOCATION OF PROPERTY:

- A. LEGAL DESCRIPTION (COPY OF RECORDED DEED)
- B. ROAD ADDRESS: _____
- C. AREA IN ACRES: _____ MAP # _____ PARCEL # _____
- D. MAP OF PROPERTY (PLEASE ATTACH A SCALED DRAWING)

2. APPLICANT:

NAME: _____
ADDRESS: _____
PHONE: _____ ALT. PHONE: _____

3. LEGAL OWNER(S)

NAME: _____
ADDRESS: _____
PHONE: _____ ALT. PHONE: _____

- 4. PRESENT ZONING CLASSIFICATION:** _____
PROPOSED ZONING CLASSIFICATION: _____
ZONING OF SURROUNDING PROPERTIES: _____

- 5. UTILITIES:**
- | | | |
|----------|-----------|----------|
| WATER | YES _____ | NO _____ |
| SEWER | YES _____ | NO _____ |
| ELECTRIC | YES _____ | NO _____ |
| GAS | YES _____ | NO _____ |

- 6. IS THIS PROPERTY CURRENTLY UNDER LITIGATION?** _____

I HEREBY CERTIFY THAT THE STATEMENTS ON THIS APPLICATION AND ANY MAPS, DRAWINGS OR OTHER ACCOMPANYING DATA SUBMITTED WITH THIS APPLICATION ARE TRUE AND CORRECT.

SIGNATURE: _____ **DATE:** _____

DATE OF MEETING: _____ **TIME: 6:30 P.M.**

MEETING LOCATION: TIPTON COUNTY JUSTICE COMPLEX, 1801 S. COLLEGE ST.
SOMEONE MUST BE PRESENT AT MEETING TO REPRESENT APPLICATION

APPROVAL GRANTED: _____ **APPROVAL DENIED:** _____

CHECK #: _____ **CASH:** _____ **DATE PAID:** _____

ACCEPTED BY: _____

APPLICATION TO APPEAR BEFORE
THE TIPTON COUNTY REGIONAL PLANNING COMMISSION

PLEASE SUBMIT TEN (10) COMPLETE SETS OF THE FOLLOWING:

1. APPLICANT:

PLAT TITLE: _____

NAME: _____

ADDRESS: _____

PHONE #: _____ **ALTERNATE PHONE #:** _____

2. MATERIALS SUBMITTED:

_____ **PRELIMINARY PLAT** _____ **SITE PLAN**

_____ **FINAL PLAT (MINOR)**

_____ **FINAL PLAT (MAJOR)** >>> _____ **NUMBER OF LOTS**

_____ **ROAD CONSTRUCTION PLANS**

_____ **SEPTIC DRAWING** _____ **SEPTIC AFFIDAVIT**

3. IS THIS PROPERTY CURRENTLY UNDER ITIGATION? _____

I HEREBY CERTIFY THAT THE STATEMENTS ON THIS APPLICATION AND ANY MAPS, DRAWINGS OR OTHER ACCOMPANYING DATA SUBMITTED WITH THIS APPLICATION ARE TRUE AND CORRECT.

SIGNATURE: _____ **DATE:** _____

DATE OF MEETING: _____ **TIME: 6:30 P.M.**

MEETING LOCATION: TIPTON COUNTY JUSTICE COMPLEX, 1801 S. COLLEGE ST.
SOMEONE MUST BE PRESENT AT MEETING TO REPRESENT APPLICATION

APPROVAL GRANTED: _____ **APPROVAL DENIED:** _____

RECORDING FEE: \$ _____ **CHECK #** _____ **CASH: \$** _____

APPLICATION FEE: \$ _____ **CHECK #:** _____ **CASH: \$** _____

DATE PAID: _____ **ACCEPTED BY:** _____

Form 7

AMENDMENT INDEX FROM PREVIOUS ZONING RESOLUTION
TIPTON COUNTY REGIONAL ZONING RESOLUTION
ADOPTED NOVEMBER 10, 2003

Resolution # 04/08/21.	8/16/04	Article 4.070.A.3.	Reduced ground sign height to thirty (30) feet.
Resolution # 04/08/22.	8/16/04	Article 3.120.D.	Added \$100 penalty for not obtaining a grading permit before Site Plan Approval.
Resolution # 04/08/23.	8/16/04	Article 6.050.	Reduced front yard setbacks to thirty-five (35) feet on Arterial Roads if the front setback line is greater than one hundred (100) feet from the R-O-W.
Resolution # 04/08/24.	8/16/04	Article 4.015.	Reduced required parking lot pavement no less than half of the required area to be paved.
Resolution # 04/08/25.	8/16/04	Article 4.260.	Added development requirements for Flea Markets.
Resolution # 04/08/26.	8/16/04	Article 5.056.B.	Added Flea Markets to Uses Permitted in the C-2 Zoning District.
Resolution # 04/08/27.	8/16/04	Article 5.058.B.	Added Flea Markets and Manufactured Homes sales to Uses Permitted in the I-1 Zoning District.
Resolution # 05/03/34.	3/14/05	Article 3.030.	Added the word 'continuous' to distance in A & B.
Resolution # 05/03/35.	3/14/05	Article 3.120.	Added churches and other places of assembly to the site plan requirements.
Resolution # 05/04/36.	4/11/05	Article 2.020.	Redefined Automobile Wrecking, Junk and Salvage Yards and Inoperable Motor Vehicle.
Resolution # 05/04/37.	4/11/05	Article 5.051.B.	Added maximum storage of 3 inoperable motor vehicles in FAR to uses permitted.
Resolution # 05/04/38.	4/11/05	Article 5.052.D, 5.053.D, 5.054.D	Added the storage of inoperable motor vehicles in uses prohibited in R-1, R-2 and R-3 districts.
Resolution # 05/09/58.	9/19/05	Article 2.020.	Replaced entire definition of Signs, Billboards.
Resolution # 05/09/59.	9/19/05	Article 4.070.	Replaced entire section for Signs, Billboards
Resolution # 06/01/67.	1/9/06	Article 2.020.	Added to Lot of Record Definition
Resolution # 06/01/69.	1/9/06	Article 3.120	Matched Site Plan Requirements to checklist
Resolution # 06/01/68.	1/9/06	Article 3.120.G.10	Added to Site Plan Requirements
Resolution # 06/01/66.	1/9/06	Article 5.051.B, 5.051.C, 5.054.B, 5.054.C, 8.060.D	Corrected references to home occupations in the FAR and R-3 zoning districts.
Resolution # 06/01/65.	1/9/06	Article 6.080	Added exceptions to lot width requirements in FAR.

Form 7

Resolution # 06/01/62.	1/9/06	App A, Form 1	Matched Checklist to Site Plan Requirements
Resolution # 06/01/63.	1/9/06	App A, Form 2	Added information to Bldg Permit Application
Resolution # 06/01/64.	1/9/06	App A, Form 4	Changed copies required from 5 to 8.
Resolution # 06/10/87.	10/9/06	Article 5.051.B	Added "Religious" to Assembly in FAR.
Resolution # 06/10/88.	10/9/06	Article 5.052.B	Added "Religious" to Assembly in R-1.
Resolution # 06/10/89.	10/9/06	Article 5.053.B	Added "Religious" to Assembly in R-2.
Resolution # 06/10/90.	10/9/06	Article 5.054.B	Added "Religious" to Assembly in R-3.
Resolution # 06/10/91.	10/9/06	Article 5.055.B	Added "Religious" to Assembly in C-1.
Resolution # 06/10/92.	10/9/06	Article 5.051.C	Added Private Recreational Facilities in FAR.
Resolution # 06/10/93.	10/9/06	Article 4.030 Article 4.030.A&G	Added Planning Director shall approve temporary uses. Added "shall be approved by the Planning Commission".
Resolution # 06/10/94.	10/9/06	Article VII (All)	Replaced "Floodplain Zoning District" with "County Flood Damage Prevention Overlay District."
Resolution # 07/06/106.	6/11/07	Article 5.051.A	Changed "no new roads" from variance to special exception and added minimum lot size of 2 acres.
Resolution # 07/10/118.	10/8/07	Article 3.120.10	Added "See Subdivision Regulations Of Tipton County, Tennessee, Appendix B for requirements."
Resolution # 07/10/119.	10/8/07	Article 2.020 Article 5.052 B&C Article 5.053 B&C Article 5.054 B&C Article 5.055 B Article 5.058 B Article 3.120.A	Added "elevated storage tanks...excluding wireless communication towers." B: Modified "Utility facilities" C: Added Wireless Towers B: Modified "Utility facilities" C: Added Wireless Towers B: Modified "Utility facilities" C: Added Wireless Towers Added to item 3.Utility Facilities, including Wireless Towers. Added to item 17. Wireless Communication Towers Added "and utility structures (such as, but not limited to elevated storage tanks and telephone junction boxes.)"
Resolution # 08/05/131.	5/12/08	Article 4.270	Added Family Burial Grounds Protection Requirements
Resolution # 08/05/132.	5/12/08	Article 3.120.G.8&9:	Added Wetlands and fire lines, meters, valves, etc.
Resolution # 08/05/133.	5/12/08	App A, Form 1	Matched Checklist with Resolution # 08/05/132.
Resolution # 08/08/141.	8/18/08	App A, Form 1	Modified Site Plan Checklist & Made It Required.
Resolution # 09/02/149.	2/9/09	Entire Document	Replace references of "streets" with "roads."
Resolution # 09/02/150.	2/9/09	Article 2.020	Added/Corrected Definitions (Subdivision, Out-Parcel, Changeable Message Signs and Kennel.)

Form 7

Resolution # 09/02/151. 2/9/09 Article 4.070.A.13 Added Changeable Message Signs to Sign Regs.
Resolution # 09/02/152. 2/9/09 Article 4.160 Removed Inflatable Pools from Pool Regulations.

Resolution # 09/02/153. 2/9/09 Article 6.020.C&D Corrected Nonconforming Use to State requirements.

Resolution # 09/02/154. 2/9/09 Article 4.015.F Added Handicapped Parking Requirements from State.

Resolution # 09/02/155. 2/9/09 Article 4.140 Rewrote Adult-Oriented Business Regulations.

Resolution # 09/02/156. 2/9/09 Article 5.053.B.8 Added Condominiums to Uses Permitted in R-2 Zone.

Resolution # 09/03/160. 3/16/09 Article 7.030.B Reflected New FEMA Panels and FIS to May 4, 2009.

Resolution # 09/06/163. 6/15/09 Article 2.020&3.100 Revised Accessory Buildings Definition and Regulation

Resolution # 09/06/164. 6/15/09 Article 8.070 Removed Last Sentence of Introduction (BZA & PC)

Resolution # 09/08/172. 8/17/09 Article 3.120.G.11 Added septic and permit to site plan and checklist.

Resolution # 09/11/183. 11/16/09 Article 3.120.G.10&3.140 Changed Reference&Added Drainage Design.

Resolution # 10/07/198. 7/12/10 Article 2 & 4.140 Replaced entire Adult Business, put definitions in 4.140.

Resolution # 11/06/230. 6/20/11 Article 3.110 Added "maintain" and changed to "along"

Resolution # 11/09/237. 9/12/11 Article 4.280 & 5.051.C Added Natural Resource Extraction Regs.

Resolution # 11/11/239. 11/14/11 Article 3.120 Added Site Plan drawing standards (no aerial photo, etc.)

Resolution # 12/02/250. 2/13/12 Article 4.040 Combined Accessory Ag and Major Home Occupations

Resolution # 12/02/251. 2/13/12 Article 5.051.C.13 Removed Accessory Ag Home Occupations
Article 5.052.C Added Major Home Occupations
Article 5.053.C Added Major Home Occupations
Article 5.054.C.6 Removed Accessory Ag Home Occupations

Resolution # 12/02/252. 2/13/12 Article 8.060.C&D Combined C&D into C and removed Accessory Ag.