

GREENE COUNTY

ZONING RESOLUTION



**ADOPTED AUGUST 1984
UPDATED THROUGH DECEMBER, 2015**

Prepared For

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COMMISSION**

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GREENE COUNTY, TENNESSEE

TITLE OF RESOLUTION

A resolution establishing zone districts within the unincorporated territory of Greene County, Tennessee regulating the uses of property therein, adopting a map of said districts, requiring zoning permits for the construction and use of buildings and premises within said districts, establishing the office of building commissioner, establishing a board of zoning appeals and fixing the powers and duties thereof, and providing for the adjustment, enforcement and penalties for violation of this resolution.

This resolution shall be known as the "Zoning Resolution of Greene County, Tennessee." The map herein referred to which is identified by the title "Zoning Map of Greene County, Tennessee," dated August 1984 and all explanatory matter thereon are hereby adopted and made a part of this resolution.

AUTHORITY FOR RESOLUTION

WHEREAS, authority has been conferred by the State Legislation in Section 13-7-101 through Section 13-7-115, Tennessee Code Annotated to provide for the establishment of districts or zones in portions of Greene County which lie outside the limits of municipal corporations for the location, height, and size of buildings and structures, the percentage of lot occupancy, the required open spaces, the density and distribution of population and the uses of lands, buildings, and structures, and

WHEREAS, the Greene County Planning Commission, after a comprehensive study of present land uses, development and development trends, has prepared, adopted and recommended zones and appropriate regulations to which all owners of property affected were given ample opportunity, after public notice, to file their protests or criticisms thereon, if any.

Now, therefore, be it resolved by the Greene County Board of Commissioners as follows:

ARTICLE I
GENERAL PURPOSE

For the purpose of promoting the public health, safety, morals, convenience, order, prosperity, or general welfare of Greene County, Tennessee, and to lessen congestion in the streets, to secure safety from fire, flood, panic and other dangers, to provide adequate light and air, to prevent the overcrowding of land, to avoid undue concentration of population, to facilitate the adequate provisions of transportation, water, sewerage, schools, parks and other public requirements, to promote desirable living conditions and the sustained stability of neighborhoods, protecting property against blight and depreciation, securing economy in government expenditure, concerning the value of building and encouraging the most appropriate use of lands, buildings, and other structures throughout the county, all in accordance with a comprehensive plan. The Board of Commissioners of Greene County, Tennessee, does hereby ordain and enact into law the following articles and sections:

ARTICLE II
DEFINITIONS OF TERMS USED IN ORDINANCE

Except as specifically defined herein, all words used in the ordinance have their customary dictionary definition. For the purpose of this ordinance, certain words or terms used herein shall be defined as follows: words used in the present tense include the future tense. Words used in the singular number include the plural, and words used in the plural include the singular. The word "person" includes a firm, co-partnership, company, organization, trust, association, corporation, as well as an individual. The word "lot" includes the word plat or parcel. The word "building" includes the word structure. The word "shall" is always mandatory. The word "used" or "occupied" as applied to any land or building shall be construed to include the word intended, arranged or designed to be used or occupied.

201. Access. The right to cross between public and private property allowing pedestrians and vehicles to enter and leave property.

202. Accessory Use or Accessory Structure. A use or structure incidental and subordinate to the main use of the property and located on the same lot as the main use.

203. Adult Oriented Establishments. Sexually explicit establishments which cater to an exclusively or predominately adult clientele and including but not limited to: adult bookstores, adult theaters, adult motion picture theaters, cabarets, and other enterprises which regularly feature materials, acts, or displays involving complete nudity or exposure of human genitals, pubic regions, buttocks, or female breasts and/or sexual enticement or excitement.

204. Alley. A street which affords only a secondary means of access to a property.

205. Arterial Road. A roadway that provides for traffic movement between areas and across portions of the county and secondarily for direct access to abutting land, as indicated on the zoning map of Greene County, Tennessee.

206. Automobile Wrecking Yard. The dismantling or wrecking of used motor vehicles or trailers, or the storage, sale or dumping of dismantled or wrecked vehicles or their parts. The presence on any lot or parcel of land of four (4) or more motor vehicles, which, for a period exceeding 60 days, have been unlicensed or have not been capable of operating under their own power and from which parts have been or are to be removed for reuse or sale, shall constitute evidence of an automobile wrecking yard.

207. Building. A structure built for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind.

208. Building, Principal. A building in which is conducted the main or principal use of a lot on which said building is located.

209. Buffer Strip. Plant material or such growth characteristics as will provide an obscuring screen not less than six feet in height when planted, or other material as may be approved by the planning commission. Buffer strips shall be a minimum of ten feet in width and shall be landscaped with trees, shrubs, grass, and in a manner as specified by the planning commission.

209b. Buffer strip, solar farm. An evergreen landscaped strip located within a buffer zone intended to conceal required fencing within five years of planting. (7/20/15).

209c. Buffer zone. An area of green space located around the fenced perimeter of a solar farm. (7/20/15).

210. Business Sign. A sign which directs attention to a business or profession conducted on the premises. A "For Sale" sign or a "To Let" sign for the property on which it is displayed shall not be deemed a business sign.

211. Center Line of the Street. That line surveyed and monumented by the governing body shall be the center line of the street or if such center line has not been surveyed, it shall be that line running midway between the outside curbs or ditches of such street.

212. Clinic, Medical. A clinic providing medical services for out patients only.

213. Club, Private. An organization catering exclusively to members and their guests, or premises and buildings for recreational or athletic purposes which are not considered primarily for gain, providing that any vending stands, merchandising or commercial activities are conducted only as required generally for the membership of such club.

214. Collector Street. A street providing for traffic movement within areas of the county and between major streets and local streets for direct access to abutting property as indicated on the zoning map of Greene County, Tennessee.

215. Crematory. A facility where human or domesticated pet remains are cremated through the process of cremation.

216. Day Care Home. A home operated by any person, social agency, corporation or institution, or any other group which receives a minimum of five (5) and a maximum of twelve (12) children [and up to three (3) additional school age children who will only be present when school is not in session], provided such establishment is licensed by the state and operated in accordance with state requirements. Day Care Homes that have more than fifteen (15) children shall be considered private schools for the purpose of this ordinance and shall be allowed in the same zones and under the same conditions as private schools.

217. Dwelling, Multi-Family. A building or portion thereof, designed for occupancy by three or more families living independently of each other.

218. Dwelling, Single-Family. A detached building containing one dwelling unit and designed for occupancy by one family only.

219. Dwelling, Two-Family. A detached building containing two dwelling units and designed for occupancy by two families.

220. Dwelling Unit. One or more rooms in a building designed for occupancy by one family and having not more than one principal cooking facility.

221. Farming. This includes all forms of farming and agriculture, the growing of crops in the open, dairying, grazing, and raising and maintaining of poultry and other livestock, horticulture, forests and woods.

222. Family. An individual or two or more persons related by blood, marriage, legal adoption, or legal guardianship, living together as one housekeeping unit using one kitchen, and providing meals or lodging to not more than three unrelated persons living together as one housekeeping unit using one kitchen.

223. Flood Zone Resolution. For purposes of Article IX, flood zone resolution, requirements thereof, or regulations thereof, shall be defined as the Greene County Flood Damage Prevention Resolution, as it now exists or may be amended.

224. Front Yard. An open, unoccupied space on the same lot with a principal building, extending the full width of the lot, and situated between the street line and the front line of the building projected to the sidelines of the lot.

225. Garage, Repair. Any building, premises, or land in which or upon which a business, service, or industry involving the maintenance, servicing, repair, or painting of motor vehicles is conducted or rendered. Repair garages typically include the towing of motor vehicles to the premises for service as part of their operations.

226. Gasoline Service Station. Any building or premises where the primary use is the supply and dispensing at retail of motor fuels, lubricants, batteries, tires, and motor vehicle accessories. Gasoline service stations shall not include premises where heavy automobile maintenance activities such as engine overhauls, painting, and body work are conducted.

227. General Store. A general store in the context of this ordinance is a store selling convenience goods but specifically excludes the sale of alcoholic beverages for on or off premise consumption.

228. Height of Buildings. The vertical distance from the grade to the highest point of the coping of a flat roof, to the deck line of a mansard roof, or to the center height between the highest and lowest points on other types of roofs.

229. Home Occupations. Customary, incidental, home occupations conducted within the principal building provided there is not external evidence of such occupation except an

announcement or professional sign attached to the principal building not more than two square feet in area, that only one person not a resident of the premises is employed and that not more than 25 percent of the total floor area of any dwelling unit is in such use.

230. Installation. For purposes of Article IX, installation shall be defined as an accessory building, mobile home, or other movable structure that shall become or is a permanent or semi-permanent improvement.

231. Livestock. Domestic animals of types customarily raised or kept on farms for profit or other purposes.

232. Livestock Feeding Yard. An enclosure designed or used for the purpose of the concentrated feeding or fattening of livestock for marketing.

233. Livestock Sales Yard. An enclosure or structure designed or used for holding livestock for purposes of sale or transfer by auction, consignment, or other means.

234. Lot. A parcel or tract of land.

235. Lot Area. The total horizontal area within the lot lines of a lot exclusive of streets, and easements of access to other property.

236. Lot Corner. A lot abutting on two or more streets other than an alley, at their intersection.

237. Lot Line. The property line bounding a lot.

238. Lot Line, Front. The lot line separating the lot from the street other than an alley, and in the case of a corner lot, the shortest lot line along a street other than an alley.

239 Lot Line, Rear. The lot line which is opposite and most distant from the front lot line. In the case of an irregular, triangular, or other shaped lot, a line ten feet in length within the lot parallel to and at a maximum distance from the front lot line.

240. Lot Line, Side. Any lot line not a front or rear lot line.

241. Lot Width. The average horizontal distance between the side lot lines, ordinarily measured parallel to the front lot line.

242. Mobile Home. A trailer house to be used as a residence not less than thirty-two (32) feet in body length designed for long term occupancy and containing a flush toilet, a tub or shower bath, and kitchen facilities with water supply, electrical supply and sewage disposal connected to outside systems. A mobile home for the purpose of this ordinance does not include a mobile unit to be used in conjunction with a commercial or industrial activity.

243. Mobile Home Park. An area or tract of land of not less than two (2) acres where two or more mobile homes as herein defined are placed, located or maintained or intended to be placed, located or maintained for permanent residence, and shall include all accessory buildings used or intended to be used as part of the equipment thereof.

244. Mobile Home Sales. A premises on which one or more uninhabited new or used mobile homes are located for the purpose of sale.

245. Mobile Home Subdivision. A subdivision of land designed for occupancy by mobile homes exclusively and where the individual lots are sold to the occupant.

246. Mobile Unit. A mobile unit is a structure designed to be transported on its own wheels or on a trailer or detachable wheels and specifically designed from the factory to serve as an office, classroom, restaurant, or similar commercial or industrial function.

247. Mobile Home Wrecking or Salvage Yard. A premises where one or more uninhabited mobile homes are located for the purpose of wrecking, storage, repair or any other non-residential purpose.

248. Nonconforming Structure or Use. A lawful existing structure or use at the time of this ordinance or any amendment thereto becomes effective which does not conform to the requirements of the zone in which it is located.

249. Owner. An owner of property or the authorized agent of an owner.

250. Person. The word "person" includes a firm, co-partnership company, organization, trust association, corporation as well as an individual.

251. Public Utility or Public Utility Facility. A public utility or public utility facility in the context of this ordinance is a facility providing a public service which is owned or authorized by a municipal, county, state or federal government in the provision of such services as transportation, water supply, sewerage treatment, electricity, natural gas and telephone, telegraph or microwave transmission. A public utility or public utility facility specifically excludes sanitary landfills, solid waste hazardous wastes and nuclear disposal facilities.

252. Rooming or Boarding House. A building containing a single dwelling unit and not more than five guest rooms where lodging is provided with or without meals for compensation.

253. Sign. An identification, description, illustration, or devise which is affixed to or represented, directly or indirectly, upon a building, structure, or land, and which directs attention to a place, activity, person, institution, or business.

253b. Solar panel farm. Also known as utility-scale solar applications. Developments of at least one acre where photovoltaic solar panels are used to generate electricity or heat hot

water for sale. When power is generated on the same parcel, or within the same development, as the primary use of a residence, business, or industry, and is principally for consumption by the primary use, it is not considered a solar farm even if it sells back any excess electricity through net metering. (7/20/15)

254. Street. A public right-of-way for vehicular and pedestrian traffic.

255. Structural Alteration. Any change to the supporting members of a structure including foundations, bearing walls or partitions, columns, beams, girders, or any structural change in the roof or in the exterior walls.

256. Structure. Something constructed or built and having a fixed base on, or fixed connection to, the ground or another structure.

257. Use. The purpose for which land or a structure is designed, arranged, or intended or for which it is occupied or maintained.

258. Yard. An open space on a lot which is unobstructed from the ground upward except as otherwise provided in this ordinance.

259. Yard, Front. A yard between side lot lines and measured horizontally at right angles to the front lot line from the nearest point of a building. Any yard meeting this definition and abutting on a street other than an alley, shall be considered a front yard.

260. Yard, Rear. A yard between the side lot lines and measured horizontally at right angles to the rear lot lines from the rear lot line to the nearest point of a building.

261. Yard, Side. A yard between the front and rear yard measured horizontally at right angles from the side lot line to the nearest point of a building.

262. Yard, Street Side. A yard adjacent to a street between the front yard and rear lot line measured horizontally and at right angles from the side lot line to the nearest point of a building.

ARTICLE III
ESTABLISHMENT OF DISTRICTS

For the purpose of this ordinance, Greene County, Tennessee is hereby divided into nine (9) classes of districts as follows:

- A-1 - General Agriculture District
- A-2 - Agriculture-Residential District
- R-1 - Low Density Residential District
- R-2 - Medium Density Residential District
- B-1 - Neighborhood Business District
- B-2 - General Business District
- B-3 - Arterial Business District
- M-1 - Light Industrial District
- M-2 - Heavy Industrial District

The boundaries of these districts are hereby established as shown on the map entitled "Zoning Map of Greene County, Tennessee," dated August 1984, which accompanies this ordinance and which is on file in the office of the County Building Commissioner. Unless otherwise specifically indicated on the map, the boundaries of districts are lot lines or center lines of streets or alleys or such lines extended, the boundary lines with cities, or a line midway between the main track of a railroad or the center lines of streams or other water bodies.

ARTICLE IV APPLICATION OF REGULATIONS

Except as hereinafter provided:

401. Use. No building, structure or land shall hereafter be used and building or part thereof shall be erected, moved, or altered unless for a use expressly permitted by and in conformity with the regulations herein specified for the district in which it is located.

402. Public Road Frontage. No dwelling shall be erected on a lot which does not abut a county, state or federal maintained road of at least fifty (50) feet; **except** those lots that meet the requirements as set forth in (1) the Greene County Zoning Resolution, Article VIII, Exceptions and Modifications, Section 801, Lot of Record, or (2) the Greene County Subdivision Regulations, Article III, General Requirements and Minimum Standards of Design, Section C(1)(c).

403. Corner Lots. The minimum width of a side yard along an intersecting street shall be fifty percent (50%) greater than the minimum side yard requirement of the district in which the lot is located.

404. One Principal Building on a Lot. Only one principal building and its customary accessory buildings may hereafter be erected on any lot unless the second or additional buildings meet all of the requirements of the district in which it is located.

405. Yard and Other Spaces. No part of a yard or other open space required about any building for the purpose of complying with the provisions of this ordinance shall be included as a part of a yard or other space required under this ordinance for another building.

406. Reduction of Lot Size. No lot shall be reduced in area so that yards, lot area per family, lot width, building area or other provisions of this ordinance can not be met.

407. Conformity to Subdivision Regulations. No building permits shall be issued for or no building shall be erected on any lot within the county, unless the street giving access to the lot upon which said building is proposed to be placed shall have been accepted or opened as a public street prior to that time or unless such street corresponds in its location and lines with a street shown on a subdivision plat approved by the Greeneville or Greene County Planning Commission and such approval entered in writing on the plat by the secretary of the commission.

408. Height and Density. No building or structure shall hereafter be erected or altered so as to exceed the height limit, to accommodate or house a greater number of families, to have narrower or smaller front yards or side yards than are required or specified in the regulations herein for the district in which it is located.

409. Deed Restrictions. Deed restrictions shall not be construed to be superseded nor abrogated by this zoning resolution where the provisions of this ordinance are less restrictive in nature than the restrictions in the deed; nor shall deed restrictions be construed to override, annul, abrogate, or supersede any provisions of this ordinance where said deed restrictions are less restrictive in nature than the provision of this ordinance.

**ARTICLE V
GENERAL PROVISIONS**

501. Continuance of Nonconforming Uses. Any lawful use of any building or land existing at the time of the enactment thereafter may be continued although such use does not conform with the provisions of this ordinance with the following limitations.

501.1 No building or land containing a nonconforming use shall hereafter be extended unless such extensions shall conform with the provisions of this ordinance for the district in which it is located; provided, however, that a nonconforming use may be extended throughout those parts of a building which were manifestly arranged for such use prior to the enactment of this resolution.

501.2 Any nonconforming building which has been damaged by fire or other causes, may be reconstructed and used as before, unless it is determined by the building official that the building is damaged to the extent of more than seventy-five percent (75%) of the fair cash market value of the structure in which case any repair or reconstruction shall be in conformity with this ordinance.

501.3 When a nonconforming use of any building or land has ceased for a period of two years, it shall not be reestablished or changed to any use not in conformity with the provisions of this ordinance.

501.4 Any building containing a nonconforming use shall not be changed to another nonconforming use unless it is determined by the Board of Zoning Appeals that such use is less offensive than the previous use.

501.5 Owners of all properties that have access to a public road only by right-of-way or easement, may be issued one (1) building permit provided the subject property was subdivided into this state prior to the effective date of the Zoning Resolution of Greene County, Tennessee.

502. Off-Street Automobile Parking. Off-street automobile parking space shall be provided at the time of erection of any building or structure or at the time any main building or structure is enlarged or increased in capacity by adding dwelling units, guest rooms, seats or floor area, or before conversion from one zoning use of occupancy to another. The number of automobile parking spaces provided shall be at least as great as the number specified for the various uses. Each parking space shall have at least two hundred (200) square feet in area and at least an aggregate of three hundred twenty-five (325) square feet for parking and turning space, and shall be provided so that no vehicle will be required to back into a street. The parking shall have vehicular access to a public street and shall be in accordance with the following requirements.

502.1 Residential parking shall consist of a parking lot, driveway, garage, or combination thereof and shall be located on the lot they are intended to serve.

502.2 Any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere.

502.3 Off-street parking existing at the effective date of these regulations in connection with the operation of an existing building or use shall not be reduced to an amount less than hereinafter required for a similar new building or use.

502.4 Two or more buildings or uses may collectively provide the required off-street parking in which case the required number of parking spaces shall not be less than the sum of the requirements for the several individual uses computed separately.

502.5 The number of automobile parking spaces provided shall be at least as great as the number specified for the various uses below:

A. Automobile Repair Garages: One space for each regular employee plus one space for each two hundred fifty (250) square feet of floor space used for repair work.

B. Automobile wrecking, junk or salvage yard which offers for sale to the public any new or used merchandise. One space for each two (2) employees, plus one space for each ten thousand (10,000) square feet of lot area, or two (2) spaces for each one thousand (1,000) square feet of floor area whichever is greater.

C. Banks, Business or Professional Offices: One space for each 300 square feet of usable floor space plus one space for each two employees.

D. Barber Shop or Beauty Parlor: Two spaces per barber or three spaces per beautician.

E. Boarding or Rooming House: One space for each two boarders or guests provided overnight accommodations.

F. Bowling Alleys: Five spaces per alley.

G. Churches: One space for each four seats.

H. Funeral Homes: One space for each four seats.

I. Gasoline Filling Stations: Two spaces for each service bay plus one parking space for each employee.

J. Hospitals and Nursing Homes: One space for each four beds plus one space for each four staff members or visiting doctors plus one space for each two employees, including nurses, computed on the basis of the greatest number of persons on duty at one period during the day or night.

K. Hotels, Motels and Tourist Courts: One space per guest bedroom plus one for each two employees.

L. Industry: One space for each three employees computed on the basis of the greatest number of persons employed at any period during the day or night.

M. Lodges and Clubs: One space for each 200 square feet of floor space or one space for each four members whichever is greater.

N. Places of Public Assembly: One space for each five seats in the building or structure based on the maximum seating capacity.

O. Residential: Two spaces per dwelling unit in single and two-family structures and one and one-half (1½) spaces per dwelling unit in multiple-family dwellings.

P. Restaurants and Night Clubs: One space for each one hundred (100) square feet of floor area devoted to patron uses plus one space for each employee.

Q. Retail Stores, Supermarkets, Department Stores and Personal Service Establishments except as otherwise specified herein: One space for each two hundred (200) square feet of retail floor space.

R. Schools: One space for each teacher plus one space for each employee normally engaged in or about the building or ground, plus one space for each four pupils, except in junior and elementary schools which will have one space for each one hundred (100) pupils.

S. Wholesale Business: One space for each employee plus one space for each three thousand (3000) square feet of floor space.

T. Location on Other Property: If the required automobile parking spaces cannot reasonably be provided on the same lot on which the principal use is conducted, such space may be provided on other off-street property provided such space lies within four hundred (400) feet of the main entrance of the principal use. Such Automobile space shall be associated with the principal use and shall not thereafter be reduced or encroached in any manner.

503. Off-Street Loading and Unloading Space. On every lot on which a business, trade or industry use is hereafter established, space with access to a public street or alley shall be provided as indicated below for the loading and unloading of vehicles off the public street or alley.

503.1 Retail Business: One space of at least twelve by twenty-five (12x25) feet for each three thousand (3,000) square feet of floor area or part thereof.

503.2 Wholesale and Industrial: One space of at least twelve by fifty (12x50) feet for each ten thousand (10,000) square feet of floor area or part thereof.

503.3 Bus and Truck: Sufficient space to accommodate the maximum number of buses or trucks that will be stored and loading or unloading at the terminal at any one time.

504. Vision Clearance. No fence, wall, shrubbery, sign, or other obstruction to vision between the height of three (3) feet and fifteen (15) feet shall be permitted within twenty (20) feet of the intersection of the right-of-way lines of streets or of streets and railroads.

505. Design, Construction and Maintenance of Off-Street Parking and Unloading Lots.

505.1 Clearly defined driveways used for ingress and egress shall be confined to and shall not exceed thirty (30) feet in width, exclusive of curb returns. Unless otherwise approved by the Planning Commission, there shall be one point of ingress and egress to each parking or unloading lot.

505.2 All areas devoted to permanent off-street parking and loading and unloading as required under this section shall be of a sealed surface construction and maintained in such a manner that no dust will result from continuous use.

505.3 Parking and loading and unloading lots shall be well drained to eliminate surface water.

505.4 Where a parking or loading and unloading lot abuts the side or rear lot lines of a residential district, there shall be established a setback line of ten feet from such side and rear lot lines. The land between the setback and the lot line in a parking lot is for the purpose of this ordinance called a buffer strip. The ground in the buffer strip shall be prepared and shall be planted with trees, shrubs, grass, and other material as may be required by the Planning Commission.

505.5 Where a parking or loading and unloading lot is contiguous to a residential district which has common frontage in the same block with the parking lot, there shall be established a setback line of ten feet from the street line. The ten foot setback area shall be landscaped with trees, shrubs, grass and other plant material in a manner as may be required by the Planning Commission.

506. Access Control. In order to promote the safety of the motorist and pedestrian and to minimize traffic congestion and conflict by reducing the points of contact the following regulation shall apply.

506.1 A point of access, i.e., a drive or other opening for vehicles onto a street shall not exceed thirty (30) feet in width.

506.2 There shall be no more than two (2) points of access to any one (1) public street on a lot of less than four hundred (400) feet but more than one hundred (100) feet in width. Lots less than 100 feet in width shall have no more than one (1) point of access to any one (1) public street.

506.3 No point of access shall be allowed within ten (10) feet of the right-of-way of any public street intersection.

506.4 Where sidewalks exist, the area existing between the street and the interior parking space or driveway parallel to the street shall have a curb of at least six (6) inches in height and six (6) inches in width separating the parking area from the sidewalk to prevent encroachment of vehicles onto the sidewalk area.

506.5 No curbs on county streets or rights-of-way shall be cut or altered without written approval of the building commissioner or county road commissioner.

506.6 Cases requiring variances relative to this action, and hardships not caused by the property owner, shall be heard and acted upon by the Board of Zoning Appeals, provided further, that no curb cuts for off-street automobile storage or parking space shall be permitted where the arrangement would require that vehicles back directly into a public street.

506.7 Access control on property abutting state or federal highways shall be governed by official regulations of the Tennessee Department of Transportation, Division of Highways.

507. Alcoholic Beverages. The retail sale of beverages having an alcoholic content of less than five percent (5%) by weight and the retail sale of beverages having an alcoholic content of more than five percent (5%) by weight and requiring for their sale a license issued by the Tennessee Alcoholic Beverage Commission shall be permitted only in a B-2 and B-3 zoning district. No such sale, however, shall be permitted until all state laws have been complied with and approval has been received from the Greene County Beer Board or other such board as designated by the Greene County Board of Commissioners.

508. Mobile Home Parks. Except for the A-1 General Agriculture District and the R-1 Residential District, mobile homes will be permitted only in approved mobile home parks. Each mobile home park shall be subject to the density provisions of the district in which it is located. A mobile home park is any plot of ground containing a minimum of two acres upon which two or more mobile homes, unless otherwise provided for in this ordinance, are located or are intended to be located, but does not include sites where unoccupied mobile homes are on display for sale.

509. Temporary Use Regulations. The following regulations are necessary to govern the operation of certain necessary or seasonal uses which are non-permanent in nature. Application for a temporary use permit shall be made to the building commissioner. Said application shall contain a graphic description of the property and a site plan, description

of the proposed use and sufficient information to determine yard requirements, setbacks, sanitary facilities and parking spaces. The following uses are permitted as temporary uses and subject to specific regulations and time limits which follow and to the regulations of any district in which such use is located.

509.1 Carnival or Circus. May obtain a temporary use permit in any agriculture, commercial or Industrial district. Such permits shall be issued for a period of not longer than fifteen (15) days. Such uses shall only be permitted on lots where adequate off-street parking can be provided.

509.2 Christmas Tree Sale. May obtain a thirty (30) day temporary permit for display and sale of Christmas trees on open lots in any district.

509.3 Religious Tent Meetings. In any district, except a residential, a temporary use permit may be issued for a tent or other temporary structure to house a religious meeting. Such permit issued for not more than a thirty (30) day period. Such activity shall be permitted only on lots where adequate off street parking can be provided.

509.4 Temporary Buildings. In any district, a temporary use permit may be issued for a contractor's temporary office and equipment sheds incidental to a construction project. Such permit shall not be valid for more than one year but may be renewed for six month extensions. Such use shall be removed immediately upon completion of the construction project or upon expiration of the temporary use permit whichever occurs sooner.

510. Placement of Mobile Homes. It shall be the responsibility of each person or company doing business as a mobile home dealer or mobile home mover to insure that the requirements of the Greene County Zoning Resolution are met prior to placing a mobile home on any lot in Greene County.

510.1 Each mobile home dealer or mover shall obtain a building permit from the county building commissioner prior to placing a mobile home on any lot in Greene County.

510.2 Each mobile home dealer or mover and or owner shall underpin each mobile home in a neat and attractive manner. Materials used for underpinning shall be new. Wood, metal, vinyl, brick or stone may be used as underpinning material. The underpinning shall be completed within ninety (90) days after issuance of the permit.

511. Wireless Transmission Facilities

511.1 Intent: These regulations shall apply to Wireless Transmission Facilities located within the unincorporated territory of Greene County, Tennessee. The purpose of these requirements is to provide for wireless transmission services while minimizing the potential negative impact of these facilities on neighboring properties.

Reasonable technical standards and site plan review procedures will be used to carefully and fairly evaluate the placement and impact of wireless transmission facilities.

511.2 Definitions:

Mature System – shall mean an existing wireless transmission facility.

Tower – shall mean an existing wireless transmission facility; including, but not limited to, a self-supporting tower and/or monopole, together with any antenna or other appurtenances.

User – shall mean any wireless telecommunications carrier utilizing wireless transmission facilities for the purpose of production or transmission.

Wireless Transmission Facilities – shall include buildings, cabinets, structures and facilities, including generating and switching stations, repeaters, antennas, transmitters, receivers, towers and all other buildings and structures relating to low-power mobile voice transmission, data transmission, video transmission, and radio transmission or wireless transmission accomplished by linking a wireless network of radio wave transmitting devices (including, but not limited to wire, cable, fiber optics, laser, microwave, radio, satellite, portable phones, pagers, mobile phones, or similar facilities) to the conventional ground-wired communications system (including, but not limited to telephone lines, video and/or microwave transmission) through a series of short range, contiguous cells that are part of an evolving cell grid.

511.3 Procedures: The construction and maintenance of wireless transmission facilities is provided for in this Resolution through a procedure that requires approval by the Staff of the Greene County, Tennessee Building and Zoning Department (hereinafter referred to as “Enforcing Officer”). Wireless transmission facilities are permitted, subject to site plan review by the Enforcing Officer within all zoning districts.

511.4 Site Plan Requirements: The owner or authorized agent of any property proposed for the location of a wireless transmission facility within the unincorporated territory of Greene County, Tennessee shall prepare and submit a site plan meeting the following requirements:

1. Information showing the relationship of the proposed development to:
2. The actual shape, location, and dimensions of the lot.
3. The shape, size, and location of all buildings or other structures already located on the property including the existing and intended use of such buildings or other structures.

4. Existing zoning districts within a 500' radius.
5. The names and addresses of all adjacent property owners.
6. A location map indicating the proposed facility and all surrounding wireless transmission facilities within the radial distance of 2,500 feet.
7. The existing street system.
8. Location of all driveways and entrances.
9. Location of all accessory off-street parking areas to include a plan showing design and layout of such parking facilities if applicable.
10. Location of all accessory off-street loading docks if applicable.
11. Proposed ground coverage, floor area, and building heights.
12. Position of fences and walls to be utilized for screening (materials specified).
13. Position of screen planting (type of planting specified).
14. Proposed means of surface drainage, including all drainage ways and facilities.
15. Location of all easements and rights-of-way.
16. Location of areas subject to flooding.
17. Location and size of all utilities including all fire hydrants if applicable.
18. Location, type and size of proposed signs.
19. Signature of the property owner.
20. Location and plan for erosion and sediment control.
21. Site plan size 18"X24" or 24"X36" for plan submittal.
22. A site development plan shall be drawn to scale and plans shall indicate the scale used.

511.5 Development Plan: The site plan approved by the Enforcing Officer shall be valid for a period not to exceed one year. If construction of the wireless

transmission facility is not 80% complete within one year and completed within 18 months of Greene County approval, the applicant shall be required to resubmit plans for appropriate review under the technical standards procedures applicable at the time of resubmission.

511.6 Technical Standards:

1. Setbacks: The minimum distance from the base of the tower to any adjacent property, interior lot lines, and street right-of-way shall be equivalent to, or greater than, the height of the tower plus 25 feet.
2. No buildings or structures shall be located within the setback requirement area, except for support buildings for the tower. However, if a licensed engineer submits a certified plan or letter certifying that the clear fall zone for the tower is less than the setback requirements, property owners can place buildings or structures outside the clear fall zone. Tower excluded.
3. Except in the instance of co-location, no wireless transmission facility shall be located closer than 2,500 feet to any existing wireless transmission facility without the review and approval of the Enforcing Officer. Such approval shall be based on one or more of the following reasons:
 - (a) The planned equipment would exceed the structural capacity of existing and approved tower design standards and planned use of those towers. Existing and approved towers could not be reinforced to accommodate planned or equivalent equipment at a reasonable cost.
 - (b) The planned equipment would cause radio frequency (RF) interference with other existing or planned equipment for these towers, and the interference could not be prevented at a reasonable cost.
 - (c) Existing or approved towers would not have space on which planned equipment could be placed so it could function effectively and reasonably in parity with other similar equipment in place or approved.
 - (d) Radio frequency coverage objectives.
4. Lighting:

Wireless transmission facilities shall not be artificially lighted unless required by the Federal Aviation Administration or other governmental authority. Applicant shall utilize “dual lighting” to the extent permitted by the Federal Aviation Administration or other regulating governmental authority.
5. Signs:

Signs identifying the wireless transmission facility may be allowed providing such signs do not exceed 10 square feet, are not illuminated, no additional commercial signs shall be allowed, and shall comply with Article V, Section 504.

6. Towers located in any zoning district shall be located on a single lot with a minimum frontage on a public road of 50 feet. However, in the event that the underlying parcel of property upon which the proposed tower is to be located has (1) no public road frontage; or (2) has one or more other principal uses on such property, other than the proposed tower, and has less than 50 feet of frontage on a public road per principal use, the Applicant may apply to the Greene County Board of Zoning Appeals (BZA) for approval of a special exception for approval of the erection of the tower. In both cases, the legal status of the property in question shall be determined by the Enforcing Officer, to be either a legal or legal but non-conforming lot or tract of land with regard to the minimum length of public road frontage required per principal use. When such a special exception is requested, the Applicant shall show that the tower compound has reasonable access for utilities, egress and ingress and that the addition of the tower to the underlying parcel will not overburden the underlying parcel of property. The Applicant shall submit with the application, the names and addresses of all the owners of property adjacent to the parcel of property where the tower is to be located.
7. Each telecommunications provider is allowed to have one (1) on-site detached accessory building not to exceed one (1) story in height and 400 square feet in area. Accessory buildings shall be limited in number to no more than six (6) accessory buildings per tower compound.
8. National Standards – The applicant’s engineer shall provide documentation that the proposed wireless transmission facility meets or exceeds the requirements of the Federal Communications Commission (FCC) for professionally acceptable radio frequency emissions standards.
9. Tower Height Restrictions – Maximum tower height shall be 195 feet, unless a radio frequency engineer submits certification that a taller structure is required. The enforcing officer may either approve the additional height or refer the matter to the planning commission for consideration.
10. Structural Requirements – Prior to the approval of any commercial telecommunications registered structural engineer that the proposed structure meets the ANSI/EIA-222-F standards for wind speed. For towers placed on buildings, the applicant shall also provide the Enforcing Officer such written certification, plus evidence that the building itself is structurally capable of supporting the tower and its accompanying equipment. The tower must not affect the structural integrity of the

building. Wireless transmission facilities shall be designed in accordance with approved design standards.

511.7 Shared Use: The shared use of existing towers, or the placement of commercial telecommunications towers at locations adjacent to a mature wireless facility, or wireless transmission facilities incorporated with existing power transmission line towers, shall be encouraged whenever possible.

1. The applicant shall also address the extent to which shared use of the proposed tower will be allowed in the future. A letter of intent committing the tower owner and his or her successors to allow shared use of the tower, if any applicant agrees in writing to pay any reasonable charge for shared use, shall be filed in the office of the Enforcing Officer prior to issuance of a building permit.
2. The applicant's plan must demonstrate how shared facilities would potentially be situated on proposed sites. Towers and/or structures shall be required to be designed for multi-tenants upon initial installation, i.e., designed for 2 sets of fully sectored antenna arrays.

511.8 Required Location: For new facilities not co-located or constructed adjacent to a mature wireless facility, the applicant shall submit written certification by a radio frequency engineer that the proposed tower must be placed at the approximate location, and that co-location is not technically a viable option.

511.9 Required Demolition: Any approved wireless transmission facility not used for active wireless transmission or reception for a period of 12 months shall be required to be demolished and removed upon order of the Enforcing Officer. The applicant shall be required to submit written acknowledgement that this requirement is binding and enforceable by the County upon the owner of the tower prior to consideration of any application, and shall be deemed a condition of any approval issued under Section 511 of the Code.

511.10 Development Standards:

1. Buffering and Landscaping:
The following provisions shall apply:
 - (a). A minimum 20 foot buffer strip shall be required on the outer perimeter of the leased area.
 - (b). The buffer/landscaping provisions of this section may be varied or reduced if the proposed plan provides for unique and innovative landscaping treatment or physical features that, in the opinion of the Enforcing Officer, meet the intent and purpose of this section. In instances where significant physical features exist (i.e. railroads, major

roads, hillsides, preserved wooded areas, and utility easements, etc.) which in the opinion of the Enforcing Officer provide adequate buffering between land uses, the existing buffers may be used to meet landscaping provisions of this section.

- (c). Such buffer/landscaping strip shall be planted with year-round evergreen trees, with a minimum height of 6 feet, planted in staggered pattern at a maximum distance of 10 feet on center. Design, width, height, opacity, growing period to maturity, time schedule for installation, and responsibility for perpetual maintenance of the buffer strip shall be submitted to and approved by the Enforcing Officer.
 - (d). Security fencing shall be required for all wireless transmission facilities. Security fencing shall be constructed of chain linked fencing.
- 2. Off-Street Parking:
Off-Street parking space shall be provided for each wireless transmission facility.
 - 3. Lighting:
Outside lighting, if required for safety and security purposes, shall be arranged so as to minimize glare and reflection on adjacent properties and public roads. The Enforcing Officer may require the submission of a lighting plan by a qualified professional engineer to ensure that the illumination of outside lighting as designed and installed does not exceed 0.4 foot candles. Wireless transmission facilities shall not be artificially lighted unless required by the Federal Aviation Administration or other governmental authority.
 - 4. Erosion Control and Storm Water Management:
The control of erosion during development, and the design of drainage systems suitable to handle storm water runoff after the site is developed shall be approved by the Enforcing Officer.
 - 5. Noise:
The intensity level of sound from the wireless transmission facility, including temporary generators used during extended power outages, measured at the property line, shall not at any time exceed 70 decibels.

511.11 Inspections:

- 1. The user shall provide the Enforcing Officer with a letter of certification from the contractor, indicating that the wireless transmission facility was constructed according to the plans approved by Greene County. The letter shall be submitted within 30 days of completion of the facility.

2. The user shall provide the Enforcing Officer with a copy of the Tennessee State Electrical Inspector's Report, which ensures that the user met code requirements during construction of the facility.
3. Upon the completion of the construction or alteration of a building or structure for which a building permit has been granted, application shall be made to the Enforcing Officer for a certificate of occupancy. Within three (3) days of such application, the Enforcing Officer shall make final inspection of the property in question, and shall issue a certificate of occupancy if the building or structure is found to conform with the provisions of this resolution and the statements made in the application for the building permit. If such certificate is refused, the Enforcing Officer shall state such refusal in writing, with the cause for such refusal. No land or building hereafter erected or altered in its use shall be used until such a certificate of occupancy has been granted.

511.12 Temporary Wireless Telecommunications Facilities:

The following temporary uses may be reviewed and permitted by the Enforcing Officer:

- (a). Temporary Wireless Telecommunication Facilities During Construction – A temporary wireless transmission facility may be established on the site of an existing wireless transmission facility when such existing facility is out of service or during construction of an already approved and permitted permanent facility. The maximum height of such temporary facility cannot exceed the height of the permanent facility as approved. Such temporary permit shall be valid for a period of no more than three (3) months in a calendar year period.
- (b). Temporary Wireless Telecommunications Facilities During a Special Public Event – A temporary wireless transmission may be erected on any parcel of five (5) acres or more for the purpose of short term relief of expected frequency volumes during a scheduled and approved special public event. The temporary wireless facility permit shall be valid for a period of no more than fifteen (15) consecutive days and no more frequent than three (3) times in one calendar year. Such facility shall be limited to 100 feet in height and shall setback a minimum of 100 feet from any habitable structure or building.

511.13 Additional Equipment:

The county shall have the option to install community equipment on all towers erected solely for governmental use, with detached building or structure, as long as there is no interference with the user and transmissions use.

512. Site Plan Requirements. For those uses requiring site plan review and approval, such site plan shall include the following:

- A. A scaled map of the site accurately portraying the boundary of the subject land at a scale not less than one inch equals one hundred (100) feet.
- B. Accurate location and dimensions of all existing and proposed structures, signs, driveways, parking areas, loading areas, landscaping, buffering, easements, utility connections, drainage ways, drainage structures, and other relevant natural or manmade elements that may affect site design or layout.
- C. Location and dimensions of all required and planned building setbacks.
- D. A topographic map at contour intervals no less than two (2) feet if the site is greater than three (3) acres or requires a drainage plan.
- E. A drainage plan with calculations of discharge and plans for discharge and detention if the site is greater than three (3) acres, or if more than forty percent (40 %) of the site is to be covered in non-permeable surface.
- F. An erosion control plan approved by an appropriate state agency if such plan is required by any applicable state regulations.
- G. A landscaping plan if the site requires buffering from adjacent uses or land.
- H. A detailed soils map and location of septic facilities if the site is to be served by on-site septic disposal.

513. Planned Unit Development. The purposes of these provisions for planned unit development are to allow flexibility in design of a large development, and to allow mixed use where such mixed use may be reasonably designed and integrated into a large development. The following shall apply:

- A. The minimum size of a planned unit development shall be five (5) acres under unified ownership prior to development.
- B. A site plan shall be required as provided in Section 512.
- C. The use regulations of the zone shall apply to any planned unit development, with special exceptions for mixed uses to be integrated in the planned unit design.
- D. The density, lot size and setback requirements of the district shall apply to any planned unit development, provided that such requirements may be varied under the following conditions and limitations: the overall required density of

development by use is maintained; no lot is less than one-half (1/2) the minimum applicable lot size by use within the district; setbacks on the perimeter of the planned unit development are maintained at district minimum or greater with no variation; and no principal structure is located nearer than ten (10) feet to any other principal structure if such structures are detached.

E. Any common elements and/or any common areas shall be maintained by a property owners association to be formed at the time of planned unit development approval.

**ARTICLE VI
USE REQUIREMENTS BY DISTRICTS**

601. A-1 General Agriculture District. It is the intent of this district to provide space for agriculture and agriculturally oriented uses and structures which provide an important part in the economy of Greene County, and at the same time provide space for residential development for an ever expanding population. It is the intent here to protect the physical and economic well-being of agriculture operations and to prevent the encroachment of urban and other incompatible land uses on farm lands. This district is intended to provide locations for urbanization which are compatible with agriculture uses and it is not intended that this district provide a location for a lower standard of residential, commercial, or industrial development than is authorized in other districts.

601.1 In order to achieve the intent of the A-1 General Agriculture District, the following uses are permitted:

- A. Farming uses, their accessory structures and farming related uses including roadside stands for the sale of farm produce provided they meet the setback requirements of this district.
- B. Detached single-family dwellings.
- C. Any use permitted in the R-1 Residential District.
- D. One or two mobile homes on a single lot, provided that if two mobile homes are located on one lot, each residence shall meet all lot and yard requirements for this district. However, up to three mobile homes may be permitted for tenant usage on large acreage farming enterprises.
- E. Churches and cemeteries.
- F. Crematory.
- G. Schools, both public and private.
- H. Golf courses, parks, playgrounds, marinas, and publicly owned recreational uses, provided that a site plan be approved for any recreational use that creates excessive noise, dust, or other nuisance. The site plan shall require a setback of the use of at least one thousand (1,000) feet from any property line and a landscape buffer or noise abatement structure enclosing the use.
- I. Public utility facilities necessary for public service.
- J. Customary home occupations.

K. Farm wineries provided that they are in conformity with and meet the provisions as outlined in Section 57-3-207 and 57-3-208, Tennessee Code Annotated.

L. Veterinary Clinics.

M. Sawmills, Feed Mills, General Stores, Farm Supply Stores, Barber and Beauty Shops, Restaurants and similar uses intended to serve rural farming communities.

N. Commercial nurseries, landscaping, tree trimming and lawn care services.

O. Livestock Yards.

P. Bed-and-Breakfast Inns, provided:

1. They are located on lots containing a minimum of one (1) acre.
2. There shall be no more than four (4) guest rooms.
3. There shall be no more than eight (8) registered adult guests at one time, and a current guest register must be kept by the owner (or manager).
4. The owner (or manager) must reside on the premises.
5. The serving of meals is limited to breakfast for registered guests only.
6. There shall be one (1) parking space for each guest room, plus two additional parking spaces.
7. A plan, approved by the planning commission, showing proposed ingress and egress to the parking area and landscaping used to screen the parking area from adjacent properties, and such other information as may be required by the planning commission.
8. Signs shall be limited to one (1) not to exceed six (6) square feet in size and which shall be mounted flush upon the building.

Q. Small Daycare Centers, subject to the following standards:

1. Shall serve a minimum of four (4) children and a maximum of sixteen (16).
2. The owner/operator shall reside on premise.

3. The center is licensed by the State of Tennessee.
4. The center is located on an arterial or collector road as shown on the Greene County Zoning Map.
5. The center is located on a lot of one acre or more.
6. Signage, fencing, and buffering requirements shall be determined by the Greene County Regional Planning Commission as part of the site plan review.

R. Small Woodworking Shops, provided:

1. One principal structure used for manufacturing not to exceed 1,600-sq. ft. in size.
2. Accessory structures shall be permitted provided they are not used for manufacturing.
3. Parking shall be gravel.
4. Hours of operation shall be daylight hours.
5. Design shall meet or exceed the minimum State requirements.
6. Maximum number of employees shall not exceed three (3).

S. Solar panel farms, provided:

1. Buffer Zones shall be:
 - (a) A minimum of fifty feet in width as measured from the exterior of the fence surrounding a solar farm;
 - (b) Maintained as green space for the entire width of the buffer zone, except for necessary intrusions for vehicular or power access, fencing, or drainage structures required elsewhere in these regulations;
 - (c) Used to preserve, where possible and practical, existing trees located in the buffer zone, provided that doing so will not block reasonable access for the solar farm.
2. Solar Farm Buffer Strips. Solar farm buffer strips shall:
 - (a) Be located outside required fencing.

(b) Be planted with evergreen shrubs and/or trees that are at a minimum of six feet in height at the time of planting and are staggered ten (10) feet on center.

(c) The applicant may request credit or a waiver of buffer planting requirements if existing vegetation exists that meets the buffer planting standard.

(d) Be maintained even if the solar farm is no longer operational and/or falls into disuse, unless and until the solar farm is dismantled and removed from the parcel(s) upon which it was constructed.

(e) Required where the solar farm fencing would be visible off-site.

(f) Be required where lease lines overlay exterior property lines, provided that separate tax parcels under the same ownership are considered one property for the purposes of this sub section.

(g) Not be required within the interior of a solar farm development where areas leased from different property owners abut one another.

(h) Be shown on plans submitted to and approved by the Enforcing Officer, who shall approve the design, width, height, opacity, growing period to maturity, time schedule for installation, and responsibility for perpetual maintenance.

3. Setbacks. Setback requirements to the lease/property line for any building or solar array shall be a minimum of fifty feet, except that the setback from any Residential Dwelling existing at the time of approval of the solar panel farm shall be three hundred (300) feet from the corner of the residential dwelling to the closest solar array. Residential Dwelling shall mean a permanent, not temporary, improvement used for residential purposes.

4. Fencing. All solar farms shall be enclosed with a fence measuring a minimum of six (6) feet in height that is topped with at least three strands of barbed wire that shall be maintained in good condition to the satisfaction of the Enforcing Officer.

5. Land Development. Unless a variance is granted by the board of zoning appeals, the following requirements must be met.

(a) Pre-development drainage patterns shall be maintained so that post development surface water run-off does not exceed pre-development surface water run-off for a 25 year storm event.

(b) Soil shall be retained on-site through the appropriate use of silt fencing, straw bales, or other effective manner.

(c) The area of the solar farm located to the interior of the buffer zone shall be maintained in a grassed condition, with the exception of access driveways, building pads, utility facilities and necessary equipment supports.

(d) Grassed areas within the solar array shall be maintained in accordance with established and recommended procedures for maintaining hay crop and pasture weed management as recommended by the University of Tennessee Extension Service.

6. Glare. Glare studies shall be as required by state and/or federal regulations.

7. Additional Requirements. The following information shall be submitted to the Enforcing Officer prior to construction of the site. Proof that:

(a) The project has been approved by the utility, all applicable interconnection procedures necessary to deliver electricity to the local utility have been completed, as well as an executed interconnection agreement.

(b) The lease for the project contains wording to the effect that, at the end of the lease period or if the solar farm is no longer operational for a period of twelve consecutive months and the lessee or the landowner does not, within such twelve month period commence a good faith effort to make such solar farm operational, the solar farm shall be deconstructed within twelve months thereafter, and the land returned to the owner in substantially the same condition as prior to development.

(c) The property owner is ultimately responsible for the removal of the solar farm array. (Entirety of Section 601.1S added 7/20/15).

601.2. Business signs identifying commercial uses shall be required to meet the following criteria:

A. Signs shall be erected flat against the front or side of the building containing the business, or within eighteen (18) inches thereof, and shall not project above the building.

B. Such signs shall have no flashing, intermittent or moving illumination.

C. Any illumination of signs shall be such that adjacent residences and/or businesses are not adversely affected.

D. Only one (1) detached sign advertising a business or businesses may be erected on any one lot, and said sign must be located on the same lot or parcel as the business or businesses being advertised.

601.3. Area Regulations. All buildings shall be set back from street or road right-of-way line and lot lines to comply with the following yard requirements.

A. Lot area -

Minimum required lot area for single-family detached structures.... ½ acre.

Minimum required lot area for small woodworking shops..... 30,000-sq. ft.

Minimum required lot area other uses subject to review by the Greene County Regional Planning Commission (GCRPC)

B. Lot width -

Minimum required lot width at building line for all uses other than single-family detached structures200 feet.

Minimum required lot width at building line for single-family detached structures100 feet

C. Front yard (measured from the road right-of-way boundary, [exception noted])-

Minimum required front yard for all buildings other than single-family detached structures and farm buildings 50 feet.

Minimum required front yard for small woodworking shops 50 feet.

Minimum required front yard for single-family detached structures and farm buildings:

If fronting along an arterial road50 feet.

For all other road classifications55 feet from the road centerline or 30 feet from the edge of the right-of-way, whichever is greater.

D. Rear yard -

Minimum required rear yard for small woodworking shops50 feet.

Minimum required rear yard for all buildings other than single-family detached structures and farm buildings.....50 feet.

Minimum required rear yard for single-family detached structures ...30 feet

E. Side yard -

Minimum required side yard at the building line for all structures other than single-family structures and farm buildings.....20 feet.

Minimum required side yard at the building line for single-family structures and farm buildings12 feet.

Side Yard-Customary accessory buildings shall have a minimum front yard setback of thirty (30) feet and shall not be located closer than five (5) feet to any side or rear lot line.

602. A-2 Agriculture-Residential District. It is the intent of this district to provide areas for low-density rural residential development where continuation of certain farm uses are compatible with this development. The A-2 Agriculture-Residential District is particularly intended for lower density development than the typical suburban residential development, and yet is not meant to be a predominate agriculture area, although farming may be carried on to a large extent as a supplementary activity. In some instances this district may be applied where there is little likelihood that public water and sewer systems will be available in the near future.

602.1 Within the A-2 Agriculture-Residential Districts the following uses are permitted:

- A. Detached single-family dwellings.
- B. Public utilities - provided that plans for the utilities are submitted to and approved by the planning commission.
- C. Customary general farming.
- D. Schools, both public and private; and churches, provided however, that:
 - 1. They shall be located on a lot containing not less than three acres.
 - 2. The buildings shall be placed not less than fifty feet from the side and rear property lines.
 - 3. There shall be a planted buffer strip along the side and rear lot lines.

4. They are located on an arterial or collector street as shown on the Zoning Map of Greene County, Tennessee.

E. Customary incidental home occupations.

602.2 Area Regulations. All buildings shall be set back from street or road right-of-way line and lot lines to comply with the following yard requirements.

A. Lot area -

Minimum required lot area for all uses
Other than single-family structures and public utilities 3 acres.

Minimum required lot area for single-family structures 1 acre.

Minimum required lot area for public utilities...determined by the GCRPC.

B. Lot width -

Minimum required lot width at the building line for all uses
other than single-family detached structures200 feet.

Minimum required lot width at the building line
for single-family structures100 feet.

C. Front yard (measured from the road right-of-way boundary, [exception noted])

Minimum required front yard for all buildings other than
Single-family detached structures and farm buildings.....50 feet.

Minimum required front yard for single-family detached structures and
farm buildings:

If fronting along an arterial road50 feet

For all other road classifications55 feet from the road
centerline or 30 feet from the edge of the right-of-way, whichever is greater.

D. Rear yard -

Minimum required rear yard for all buildings other than single-family
detached structures50 feet.

Minimum required rear yard at the building line
for single-family structures30 feet.

E. Side yard -

Minimum required side yard at the building line for all structures other than single-family structures and farm buildings50 feet.

Minimum required side yard at the building line for single-family structures30 feet.

F. Customary accessory building shall have a minimum front yard setback of thirty (30) feet and shall not be located closer than five (5) feet to any side or rear lot line.

603. R-1 Low Density Residential District. This is the most restricted residential district, intended for low density single-family use along with open areas which appear likely to develop in a similar manner. The requirements for the district are designed to protect essential characteristics and provide an environment for family life. Additional related uses normally required to provide the basic needs and conveniences of a residential area are permitted upon review by the planning commission provided certain standards are met. It is necessary to set higher standards for these related uses because they generate more traffic than single family residential uses and would be detrimental to a residential neighborhood if they were not required to meet minimum standards.

603.1 Within the R-1 Low Density Residential Districts of Greene County, the following uses are permitted:

- A. Detached single-family dwellings.
- B. Customary general farming.
- C. Public utility stations, subject to review and approval by the Greene County Planning Commission.
- D. Customary accessory buildings or structures as defined herein. All structures shall be reviewed for approval by the Planning & Zoning Department prior to issuance of a permit and shall conform to the following regulations:
 - 1. Structures placed in the rear yard behind the principal structure shall be set back a minimum of five (5) feet from the side and rear property lines.
 - 2. Structures placed in the side yard shall meet the minimum principal building setback requirements for that particular zone.
 - 3. No customary accessory structure shall be larger than the outside perimeter (footprint) of the principal structure.
 - 4. The total area of all accessory structures shall not exceed ten percent (10 %) of the total area of the property.

5. Prior to issuance of a permit, the property owner shall sign a statement affirming that the use of such structure is and will remain in compliance with the applicable zone.

6. All structures, regardless of size, shall conform to the above setback and use restrictions.

E. Publicly owned recreation facilities and grounds, not to include any use that creates excessive noise, dust, or other nuisance.

F. Two-family dwellings provided they meet the lot area per family requirements.

G. Cemeteries, churches, and schools, both public and private offering general education, provided:

1. They are located on an arterial or collector street as shown on the Zoning Map of Greene County, Tennessee.

2. They are located on a lot containing a minimum of one (1) acre.

3. The buildings are placed not less than fifty (50) feet from side and rear lot lines.

4. There is a minimum ten (10)-foot-deep landscaped and planted buffer strip along the side and rear lot lines.

H. Customary, incidental, home occupations conducted within the principal building provided there is no external evidence of such occupation except announcement or professional sign attached to the principal building not more than two (2) square feet in area, that not more than one person not a resident of the premises is employed, and that not more than twenty-five percent (25%) of the total floor area of the principal building is in such use.

603.2 Area Regulations

A. Lot area -

Minimum required lot area for single-family dwelling units..... ½ acre.

Minimum required lot area for two-family - first unit ½ acre.

Minimum required lot area for the second unit 10,000 sq. feet.

If lot is not served by sanitary sewer, minimum lot size must conform to requirements determined by the Tennessee Department of Environment and Conservation, but in no case may be less than the minimum standards outlined above.

B. Lot width -

Minimum required width at building line80 feet.

C. Front yard (measured from the road right-of-way boundary, [exception noted])-

Minimum required front:

If fronting along an arterial road50 feet

For all other road classifications55 feet from the road centerline or 30 feet from the edge of the right-of-way, whichever is greater.

D. Rear yard -

Minimum required rear yard30 feet.

E. Side yard -

Minimum required side yard12 feet.

Minimum additional side yard for all buildings over two stories 6 feet per story

604. R-2 Medium Density Residential District. This district is intended to provide for medium density residential development including single-family residential development and low density multiple-family apartment uses. Like the R-1 District, this district is designed to protect the essential characteristics of family living. Additional related uses normally required to provide the basic needs and conveniences of a residential area are permitted upon review by the planning commission provided certain standards are met. It was necessary to set higher standards for these related uses because they create more traffic than residential uses and would be detrimental to a residential neighborhood if they were not required to meet minimum standards.

604.1. Within the R-2 Medium Density Residential District of Greene County, the following uses are permitted:

A. Any use permitted in the R-1 Low Density Residential District.

- B. Two-family and multi-family dwellings.
- C. Boarding and rooming houses.
- D. Individual mobile homes on individual lots.
- E. Customary, incidental, home occupations conducted within the principal building provided there is no external evidence of such occupation except announcement or professional sign attached to the principal building not more than two (2) square feet in area, that not more than one person not a resident of the premises is employed, and that not more than twenty-five percent (25%) of the total floor area of the principal building is in such use.
- F. Mobile Home Parks, as provided for in Article VII, Mobile Home Park Regulations.

604.2 Area regulations

A. Lot area -

Minimum required lot area for single-family dwelling units..... ½ acre.

Minimum required lot area for two-family and multi-family units,
first unit..... ½ acre.

Minimum required lot area for the
second and each additional unit 10,000 sq. feet.

Minimum required lot area for the first unit
if serviced by public sewer 8,000 sq. feet.

Minimum required lot area each additional unit
on Public sewer 2,500 sq. feet.

If lot is not served by sanitary sewer, minimum lot size must conform to requirements determined by the Tennessee Department of Environment and Conservation, but in no case may be less than the minimum standards outlined above.

B. Lot width -

Minimum required width at building line60 feet.

C. Front yard (measured from the road right-of-way boundary, [exception noted])-

Minimum required front:

If fronting along an arterial road50 feet

For all other road classifications.....55 feet from the road centerline
or 30 feet from the edge of the right-of-way, whichever is greater.

D. Rear yard -

Minimum required rear yard.....25 feet.

E. Side yard -

Minimum required side yard.....10 feet.

Minimum required additional side yard for all buildings
over two stories 6 feet per story.

605. B-1 Neighborhood Business District. It is the intent of this district to establish business areas to serve surrounding residential districts. This is intended to be a restricted commercial district, limited to a narrow range of retail services; large commercial operations would be undesirable. The district regulations are intended to discourage strip business development and encourage grouping of uses in which parking and traffic congestion is reduced to a minimum.

605.1. In order to achieve the intent of the B-1 Neighborhood Business District, as shown on the Zoning Map of Greene County, Tennessee, the following uses are permitted:

A. Any use permitted in the R-2 Medium Density Residential District with the exception of mobile home parks.

B. Barber and beauty shops, gift shops, shoe repair shops, hardware stores, laundry and dry cleaning pick-up stations, laundromats, grocery stores, drug stores, and similar businesses intended to serve the rural community.

C. Commercial nurseries.

D. Gasoline service stations provided that all structures, including underground storage tanks, shall be placed not less than thirty (30) feet from any property line. Points of access and egress shall be located not less than fifteen (15) feet from the intersection of street lines.

E. Automobile sales (used or preowned.)

F. Bed-and-Breakfast Inns, provided:

1. They are located on lots containing a minimum of one (1) acre.
2. There shall be no more than four (4) guest rooms.
3. There shall be no more than eight (8) registered adult guests at one time, and a current guest register must be kept by the owner (or manager).
4. The owner (or manager) must reside on the premises.
5. The serving of meals is limited to breakfast for registered guests only.
6. There shall be one (1) parking space for each guest room, plus two additional parking spaces.
7. A plan, approved by the planning commission, showing proposed ingress and egress to the parking area and landscaping used to screen the parking area from adjacent properties, and such other information as may be required by the planning commission.
8. Signs shall be limited to one (1) not to exceed six (6) square feet in size and which shall be mounted flush upon the building.

G. Small Daycare Centers, subject to the following standards:

1. Shall serve a minimum of four (4) children and a maximum of sixteen (16).
2. The owner/operator shall reside on premise.
3. The center is licensed by the State of Tennessee.
4. The center is located on an arterial or collector road as shown on the Greene County Zoning Map.
5. The center is located on a lot of one acre or more.
6. Signage, fencing, and buffering requirements shall be determined by the Greene County Regional Planning Commission as part of the site plan review.

605.2. Business signs identifying commercial uses shall be required to meet the following criteria:

- A. Signs shall be erected flat against the front or side of the building containing the business, or within eighteen (18) inches thereof, and shall not project above the building.
- B. Such signs shall have no flashing, intermittent or moving illumination.
- C. Any illumination of signs shall be such that adjacent residences and/or businesses are not adversely affected.
- D. Only one (1) detached sign advertising a business or businesses may be erected on any one lot, and said sign must be located on the same lot or parcel as the business or businesses being advertised.

605.3. Uses permitted on review. The following uses may be permitted on review by the planning commission; provided, however, that no permit may be issued except with the written approval of the planning commission and subject to such conditions as the planning commission may require in order to preserve and protect the character of the district in which the proposed use is located.

Medical clinics, veterinary clinics, office buildings for doctors, dentists, lawyers, and other such professional services, financial institutions, and similar uses, provided:

- A. That they are located on an arterial or collector street.
- B. That they are located on a lot containing a minimum of one acre.
- C. That the buildings are not less than fifty feet from the side and rear lot lines.
- D. That there is a planted buffer strip along the rear and side lot lines.

605.4. Area regulations. The following requirements shall apply to all uses permitted in this district:

A. Lot Area-

Minimum lot and yard requirements for residential uses shall conform to the residential requirements in the R-2, Medium Density Residential District.

Minimum required lot area for a commercial use.....20,000 sq. feet.

B. Lot Width -

Minimum lot width measured at the building line.....100 feet.

C. Front yard (measured from the road right-of-way boundary, [exception noted]) -

Minimum required front yard:

If fronting along an arterial road50 feet

For all other road classifications55 feet
from the road centerline or 30 feet from the edge of the right-of-way,
whichever is greater.

D. Side yard -

On the side of lot adjoining a residential district there shall be a side yard of not less than thirty (30) feet. There shall be a side yard set back from an intersection street of not less than thirty (30) feet. In all other cases, a minimum side yard of ten (10) feet shall be required.

E. Rear yard -

There shall be a rear yard, alley, service court, or combination thereof, of not less than thirty (30) feet in depth, and all of the service areas of all buildings shall be completely buffered with plant material or fencing.

606. B-2 General Business District. It is the intent of this district to encourage commercial development to concentrate to the mutual advantage of consumers and at the same time provide for adequate space and sufficient depth from the street for transactions of the district. This district is for personal and business services and general retail business, and is intended to include areas where commercial development has displaced or is displacing residential development, or is moving in on vacant lands. Regulations were designed to guide future change so as to discourage formation of future slums, to preserve the carrying capacity of the streets, and to provide for off-street parking and loading. It is not the intent of this district to encourage the extension of existing strip commercial areas, but rather to provide concentrations of general commercial activities.

606.1. Within the B-2 General Business District of Greene County, Tennessee, the following uses are permitted.

- A. Any commercial use permitted in the B-1 Neighborhood Business District.
- B. Multi-family dwellings, provided that the lot and yard requirements conform to those for residential uses in the R-2, Medium Density Residential District
- C. Stores and shops conducting retail business, sales and display rooms.
- D. Offices, hotels and motels, restaurants and similar community services.
- E. Personal business and professional services
- F. Public and semi-public buildings.
- G. Parking lots and parking garages.
- H. Commercial printing operations.
- I. Financial institutions.

J. Any other store or shop for retail trade or for rendering personal, professional, or business service deemed to be consistent in nature to the uses listed above.

K. Wholesale businesses, warehouses, storage yards and storage buildings, machine shops.

L. Automobile service and repair establishments.

M. Bottling operations and bakeries.

N. Businesses selling alcoholic beverages for either on-premise or off-premise consumption, provided the site is located on an arterial road as shown on the Zoning Map of Greene County, Tennessee.

606.2. Business signs identifying commercial uses shall be required to meet the following criteria:

A. Signs shall be erected flat against the front or side of the building containing the business, or within eighteen (18) inches thereof, and shall not project above the building.

B. Such signs shall have no flashing, intermittent or moving illumination.

C. Any illumination of signs shall be such that adjacent residences and/or businesses are not adversely affected.

D. Only one (1) detached sign advertising a business or businesses may be erected on any one lot, and said sign must be located on the same lot or parcel as the business or businesses being advertised.

606.3. Area regulations. The following requirements shall apply to all uses permitted in this district:

A. Lot Area-

Minimum lot and yard requirements for residential uses shall conform to the residential requirements in the R-2, Medium Density Residential District.

Minimum required lot area for a commercial use.....30,000 sq. feet.

B. Lot Width -

Minimum lot width measured at the building line.....100 feet.

C. Front yard (measured from the road right-of-way boundary, [exception noted]) -

Minimum required front yard:

If fronting along an arterial road50 feet

For all other road classifications55 feet
from the road centerline or 30 feet from the edge of the right-of-way,
whichever is greater.

D. Side yard -

On the side of lot adjoining a residential district there shall be a side yard of not less than thirty (30) feet. There shall be a side yard set back from an intersection of streets of not less than thirty (30) feet. In all other cases, a minimum side yard of ten (10) feet shall be required. Side yards which abut a residential use shall be completely buffered with plant material or fencing.

E. Rear yard -

There shall be provided an alleyway, service court, rear yard or combination thereof of not less than thirty (30) feet in depth. Rear yards which abut a residential use shall be completely buffered with plant material or fencing.

607. B-3 Arterial Business District. It is the intent of this district to establish areas in which the principal use of land is devoted to commercial uses which cater specifically to the needs of motor vehicle oriented trade. The intent of this district is to provide appropriate space and sufficient depth from the street to satisfy the needs of modern commercial development where access is entirely dependent on motor vehicle trade; to provide for the orderly development and concentration of highway and arterial commercial uses; and to encourage the development of these locations with such uses and in such a manner as to minimize traffic hazards and interference with other uses in the vicinity.

607.1. Within the B-3 Arterial Business District as shown on the Zoning Map of Greene County, Tennessee, the following uses are permitted:

A. Any commercial use permitted in the B-2 General Business District.

B. Shopping Centers.

607.2. Business signs identifying commercial uses shall be required to meet the following criteria:

A. Signs shall be erected flat against the front or side of the building containing the business, or within eighteen (18) inches thereof, and shall not project above the building.

B. Such signs shall have no flashing, intermittent or moving illumination.

C. Any illumination of signs shall be such that adjacent residences and/or businesses are not adversely affected.

D. Only one (1) detached sign advertising a business or businesses may be erected on any one lot, and said sign must be located on the same lot or parcel as the business or businesses being advertised.

607.3. Area regulations

A. Lot Area -

Minimum required lot area 1 acre.

B. Lot Width -

Minimum lot width measured at the building line200 feet.

C. Front yard -

All lots shall have a building setback of not less than fifty (50) feet.

D. Side yard -

On the side of lot adjoining a residential district there shall be a side yard of not less than thirty (30) feet. There shall be a side yard set back from an intersection of streets of not less than thirty (30) feet. In all other cases, each side yard shall be not less than twenty (20) feet. Side yards which abut a residential use shall be completely buffered with plant material or fencing.

E. Rear yard -

There shall be provided an alleyway, service court, rear yard or combination thereof of not less than thirty (30) feet in depth. Rear yards which abut a residential use shall be completely buffered with plant material or fencing.

608. M-1 Industrial District. It is the intent of this district to establish industrial areas along with open areas which will likely develop in a similar manner. It is the intent that permitted uses are conducted so that noise, odor, dust, and glare of each operation are kept to a minimum. The industrial district is established to provide areas in which the principal

use of land is for manufacturing and assembly plants, processing, storage, warehousing, wholesaling and distribution.

608.1. Within the M-1 Industrial District as shown on the Zoning Map of Greene County, Tennessee, the following uses are permitted:

- A. Any use permitted in the B-3 Arterial Business District.
- B. Business signs as described in the B-3 Arterial Business District.
- C. Any industry which does not cause injurious or obnoxious noise, vibrations, smoke, gas, fumes, odors, dust, fire hazard or other objectionable conditions in the opinion of the building commissioner.
- D. Trucking terminals and railroad yards.

608.2. Area regulations

A. Lot Area -

Minimum required lot area 1 acre.

B. Lot width -

Minimum lot width measured at the building line 200 feet.

C. Front yard -

All buildings shall be set back at least fifty (50) feet from all street right-of-way lines.

D. Side yard -

All buildings shall have a side yard of at least twenty (20) feet. All side yards which abut a residential use shall be completely buffered with plant material or fencing.

E. Rear yard -

All lots shall have a minimum rear yard of at least thirty (30) feet. All rear lots which abut a residential use shall be completely buffered with plant material or fencing.

609. M-2 Heavy Impact Use District. It is the intent of this district to establish industrial areas which, unless closely regulated, might cause a detrimental effect upon and be injurious to surrounding areas. This district is created, therefore, to allow for heavy type industries and uses, noise, odor, dust and other objectionable conditions.

609.1. Within the M-2 Heavy Impact Use District, as shown on the Zoning Map of Greene County, the following uses are permitted:

- A. Any use permitted in the M-1 District.
- B. Business signs as described in the B-3 Arterial Business District
- C. Lots or yards for scrap or salvage operations or for processing, storage, display or sales of any scrap, salvage, or secondhand building materials.
- D. Meat products manufacturing.
- E. Custom Slaughter Houses provided that:
 - 1. The facility is no larger than one (1) acre in size.
 - 2. The facility is set back a minimum of two-hundred (200) feet from all property lines.
 - 3. There is a planted and maintained buffer strip located either adjacent to the adjoining property lines or around the perimeter of the slaughter house facility.
 - 4. The facility meets all requirements and is properly permitted by the Tennessee Department of Agriculture Regulatory Services and the United States Department of Agriculture Food Safety Inspection Service.
 - 5. A site plan is approved by the Greene County Planning Commission.
 - 6. The facility is located on a lot or parcel consisting of at least ten (10) acres.
- F. Dying and finishing of textiles.
- G. Paper and allied products manufacturing.
- H. Chemicals and allied products manufacturing.
- I. Rubber and miscellaneous plastic products manufacturing.
- J. Automobile and/or Mobile Home wrecking, salvage and junk yards provided that:
 - 1. All motor vehicles and/or mobile homes stored or kept in such yards shall be kept so that they will not catch or hold water in which mosquitoes

may breed and so that they will not constitute a place or places in which rats, mice or other vermin may be harbored, reared or propagated.

2. Because of the tendency for salvage yards to promote the breeding of vermin, no such operation shall be permitted closer than three hundred (300) feet from any established residential zone.

3. All salvage and/or junk materials shall be kept a minimum of fifty (50) feet from any adjoining property line.

4. All outdoor storage of salvage and wrecking operations shall be conducted entirely within an enclosed fence, screen, wall, or planted buffer, from eight (8) to twelve (12) feet in height, which is constructed and maintained to prevent viewing from public roads and adjoining properties. Storage between the road or street and such fence, screen, or wall is expressly prohibited. Any fence, screen, or wall for concealment shall be maintained in good condition.

5. All such yards shall be so maintained as to be in a sanitary condition and so as not to be a menace to public health or safety.

6. Application for automobile and/or mobile home wrecking, junk or salvage yard permit: No person shall own or maintain an automobile and/or mobile home wrecking, junk or salvage yard within Greene County until he has secured a permit from the Greene County Building Commissioner. A detailed site plan, a schedule for construction and any other information deemed necessary shall be submitted to said building commissioner prior to the issuance of such permit

K. Non-hazardous solid waste disposal provided that:

1. A permit has been obtained from the Greene County Building Commissioner.

2. The site is approved by the Tennessee Department of Public Health and the Greene County Board of Health.

3. The total tract contains a minimum of one hundred (100) acres.

4. The site is located on an arterial road as shown on the Zoning Map of Greene County, Tennessee or on a road with a minimum asphalt pavement width of twenty-two (22) feet.

5. Trenches and areas for burial of refuse shall be located at least five-hundred (500) feet from any existing residence or any residence under

construction or on adjoining property at the time the landfill operation is begun.

6. Existing trees shall be maintained within one hundred (100) feet of the adjoining property lines. Where the natural growth within one hundred (100) feet of the adjoining property line is inadequate to effectively screen the landfill site from the view from adjoining properties, trees shall be planted for such screening purposes.

7. The site plan is reviewed and approved by the Greene County Planning Commission, said site plan shall consider, but not be limited to the criteria of site suitability, population density of the surrounding area, accessibility, suitability of entrances and exits, and any other criteria deemed important by the planning commission.

L. Adult Oriented Establishments provided that:

1. The site shall be located not less than two thousand (2,000) feet from any property that is residentially zoned at the time of approval for an adult entertainment activity.

2. The site shall be not less than two thousand (2,000) feet from the site of any public amusement or entertainment activity, including, but not limited to, the following: arcades, motion picture theaters, bowling alleys, marinas, golf courses, playgrounds, ice skating and roller skating rinks or arenas, zoos, community centers and similar amusements offered to the general public. "Amusement or entertainment activities" in this section shall not include adult oriented establishments, and shall not reduce the distance requirements otherwise dictated by this section.

3. The site shall be located on an arterial road as shown on the Greene County Zoning Map.

4. The site shall be not less than two thousand (2,000) feet from any area devoted to public recreation activities.

5. The site shall be not less than two thousand (2,000) feet from any school, library, day care center, park, church, mortuary or hospital.

6. The site shall be not less than one-half ($\frac{1}{2}$) mile from any other adult entertainment business site.

7. Measurement shall be made from the nearest recorded property line of the lot on which the adult oriented establishment is situated to the nearest property line or boundary of the above mentioned uses, measuring a straight line on the Greene County Zoning Map.

8. Maps showing existing land use and zoning within one-half mile of the proposed site should be submitted with an application for Use on Review approval along with site plans, surveys or other such special information as may reasonably be required by the planning commission for use in making a thorough evaluation of the proposal.

9. All signs, whether on- or off-premise, advertising adult businesses, shall be limited to written description of materials or services available at the business, and shall not include graphic or pictorial description of materials or services. Such signs shall contain no language that may appear inappropriate for minors or offensive to the general public.

609.2. Area regulations

A. Lot area -

Unless otherwise specifically required,
minimum required lot area..... 1.5 acres

B. Lot width -

Unless otherwise specifically required,
minimum required lot width200 feet.

C. Front yard -

All buildings shall be set back fifty (50) feet from all road right-of-way lines.

D. Side yard -

All buildings shall have a side yard setback of at least thirty (30) feet on each side. All side yards which abut a residential use shall be completely buffered with plant material or fencing.

E. Rear yard -

All lots shall have a rear yard of at least thirty (30) feet. All rear yards which abut a residential use shall be completely buffered with plant material or fencing.

ARTICLE VII
MOBILE HOME PARK REGULATIONS

701. Applicable Regulations. It shall be unlawful for any person to place or maintain two or more mobile homes for living or sleeping purposes on any premises or tract of land in Greene County within the Greene County Planning Region unless they be contained within a planned mobile home park duly permitted and pursuant to the provisions of these regulations. In any district in which mobile home parks are permitted, the following regulations shall apply:

702. Definitions. The following definitions shall apply in the interpretation and application of this chapter:

702.1 Mobile Home A detached single dwelling unit with all of the following characteristics:

- A. Designed for long term occupancy and containing sleeping accommodations, a flush toilet, a tub or shower bath, and kitchen facilities, with plumbing and electrical connections provided for attachment to outside systems.
- B. Designed to be transported after fabrication on its own wheels, or on flatbed or other trailers or detachable wheels.
- C. Arriving at the site where it is to be occupied as a dwelling complete, including major appliances and furniture, and ready for occupancy except for minor and incidental unpacking and assembly operations, locations on foundation supports, connection to utilities and the like.

702.2 Mobile home park shall mean any plot of ground containing a minimum of two (2) acres upon which two (2) or more mobile homes are located or are intended to be located, but does not include sites where unoccupied mobile homes are on display for sale.

702.3 Buffer strip shall mean a plant material or other material approved by the Greene County Planning Commission which will provide a screen not less than six (6) feet in height.

702.4 Health officer shall mean the health officer of Greene County, Tennessee or his authorized representative.

702.5 Building Official shall mean the building official of Greene County, Tennessee or his authorized representative.

703. Minimum Standards. The following minimum standards shall apply to all mobile home parks:

Each mobile home park shall contain a minimum of two (2) acres and shall not have more than fifty (50) mobile homes.

703.1 The site shall be located on a well drained and flood free site with proper drainage.

703.2 The site shall not be exposed to objectionable smoke, noise, odors, insect, or rodent harborage or other adverse influences.

703.3 The site shall be located with direct access to an open public street.

703.4 There shall be buffer strips along side and rear lot lines of the park. In addition the planning commission may attach other special conditions and safeguards to protect both the occupants of the park and the occupants of surrounding property, including such matters as protection against noise, light and dust. Where required to serve these ends, walls, planting, surfacing or other material or artificial means for protection may be required as a part of such special conditions.

703.5 The mobile home park shall contain not more than five (5) individual mobile home spaces per gross acre.

703.6 An approved water supply and sanitary sewer condition shall be provided to each mobile home space. Piping and connections shall be as specified and approved by the county health officer. No mobile home park shall be permitted unless park is served by a public water supply.

703.7 Mobile home parks shall provide a common area for playgrounds. The area shall contain a minimum of five hundred (500) square feet for each mobile home space exclusive of roadways, mobile home spaces and parking spaces.

703.8 The mobile home park shall be developed to a density compatible with the district in which it is located: however, the minimum lot area per mobile home space with public water and sewer shall be five thousand (5,000) square feet. For double-wide mobile homes, the minimum lot size shall be seventy five hundred (7,500) square feet. In areas without public wastewater service the minimum lot area shall be seven thousand five hundred (7,500) square feet for single wide mobile homes and ten thousand (10,000) square feet for a double wide mobile home unless a higher density is approved by the Greene County Health Department and Greene County Planning Commission after appropriate soils tests have been completed and analyzed as to the capability of the soils to accommodate a septic tank and drain field.

703.9 Roads within the mobile home park shall be paved to a width of not less than twenty (20) feet in accordance with the procedures and standards for minor residential streets as specified in the Greene County Subdivision Regulations; except that only four inches of compacted stone for base will be required and a pavement of double bituminous, hot asphalt or four inches of concrete will be accepted and no

curbs are required. The right-of-way shall only be of sufficient width to include the road surface itself and necessary drainage facilities. All roads within the mobile home park shall be private roads and shall not be accepted as public roads.

703.10 All mobile homes shall be neatly underpinned with attractive and suitable materials.

703.11 Cabanas, travel trailers, and other similar enclosed structures are allowed provided they are kept in separate areas.

703.12 Mobile homes shall not be used for commercial, industrial, or other non-residential uses within the mobile home park, except that one (1) mobile home in the park may be used to house a rental office.

703.13 Entrance and exits to the mobile home park shall be designed for safe and convenient movement of traffic into and out of the park, and shall be located and designed as prescribed by the Greene County Planning Commission.

703.14 Any part of the park area not used for buildings or other structures, parking, or access ways shall be landscaped with grass, trees, shrubs and pedestrian walks.

703.15 The park shall be adequately lighted. In the discretion of the planning commission on all sizeable mobile home parks, all interior drives and walkways within the park shall be lighted at night with security lights, each spaced at intervals of no more than 100 feet: or equivalent lighting.

703.16 All service buildings shall be of permanent construction, adequately ventilated and lighted.

703.17 All service buildings shall be convenient to the spaces which they solely serve.

703.18 All service buildings and the grounds of the park shall be maintained in a clean, sightly condition and kept free from any conditions that will menace the health of any occupant or the public or constitute a nuisance.

703.19 Every park shall be equipped at all times with fire extinguishing equipment in good condition, of such size, type and number and so located within the park as to provide reasonable fire protection. Fire hydrants will be required if sufficient size water lines are available to serve the hydrants.

703.20 In each mobile home park, the duly authorized attendant or caretaker shall be charged at all times to keep the mobile home park, its facilities and equipment in a clean, orderly, safe and sanitary condition.

703.21 Dimensional Requirements for Parks:

- A. Each mobile home park shall have a front yard setback of fifty (50) feet extending for the full width of the parcel devoted to said use.
- B. Each mobile home park shall provide rear and side yard setbacks of not less than twenty-five (25) feet from the parcel boundary.
- C. In instances where a side or rear yard abuts a public street, said yard shall not be less than fifty (50) feet.
- D. No building or structure erected or stationed in a mobile home park shall have a height greater than two (2) stories or thirty (30) feet.
- E. Each mobile home park shall be permitted to display, on each street frontage, one (1) identifying sign of a maximum size of twenty (20) square feet. Said sign(s) shall contain thereon only the name and address of the park and may be lighted by indirect lighting only.

703.22 Dimensional Requirements for Mobile Home Spaces: Each mobile home space shall be of sufficient size that in addition to the mobile home, the following space shall be provided.

- A. Each mobile home space shall be at least fifty (50) feet wide and such space shall be clearly defined by permanent markers.
- B. There shall be a front yard setback of twenty (20) feet from all access roads within the mobile home park.
- C. Each mobile home shall have a minimum side yard setback of not less than fifteen (15) feet and a rear yard setback of not less than fifteen (15) feet. No mobile home shall be located closer than twenty (20) feet from any building within the mobile home park.
- D. There shall be at least two (2) paved off-street parking spaces for each mobile home space, which shall be on the same site as the trailer served, and may be located in the rear or side yard of said trailer space.

704. Requirements for Approval The Greene County Planning Commission shall grant approval of a mobile home park when all the provisions of this ordinance have been met. An application and all accompanying plans and supporting data shall be filed in duplicate with the planning commission at least ten (10) days prior to a regular meeting of the commission. The plan will be reviewed for preliminary approval. If preliminary approval is granted the developer is authorized to proceed with construction. Upon completion of development the plans must be re-submitted and on-site inspection made of the site prior to the granting of final approval by the planning commission. The owner or lessee of the

land parcel proposed for a mobile home park shall submit a plan for development to the Greene County Planning Commission for approval. The plan shall show:

- 704.1 The park plan drawn to scale.
- 704.2 The area and dimensions of the proposed park.
- 704.3 The location and width of all driveways and walkways.
- 704.4 The location and dimensions of any proposed service buildings and structures.
- 704.5 The location of all water and sewer lines.
- 704.6 The location of all equipment and facilities for refuse disposal and other park improvements.
- 704.7 A plan for drainage of the park.
- 704.8 A certificate of accuracy signed by the surveyor for the property boundary.
- 704.9 Certificate and signature of the health officer.
- 704.10 A certificate for planning commission approval.
- 704.11 Any other information deemed pertinent by the planning commission.
- 704.12 Expansion of existing mobile home parks shall be approved by the Greene County Planning Commission and must conform to the standards set forth in these regulations.

**ARTICLE VIII
EXCEPTIONS AND MODIFICATIONS**

801. Lot of Record. Where the owner of a lot consisting of one or more lots of official record, at the time of the adoption of this ordinance, does not own sufficient land to enable him to conform to the yard or other requirements of this ordinance may submit an application to the Board of Zoning Appeals for a variance from the terms of this ordinance. Such lot may be used as a building site, provided, however, that the yard and other requirements of the district are complied with as closely as is possible.

802. Adjoining and Vacant Lots of Record. A plat of land consisting of one or more adjacent lots with continuous frontage in single ownership which individually are less than lot widths required by this ordinance, such groups of lots shall be considered as a single lot or several lots of minimum permitted size, and the lot or lots in one ownership shall be subjected to the requirements of this ordinance.

803. Front Yards. The front yard requirements of this ordinance shall not apply to any lot where the average depth of existing front yards on developed lots, located within the same block and zoning district and fronting on the same street as such lot, is less than the minimum required front yard depth. In such cases, the minimum front yard shall be the average of the existing front yard depth on the developed lots.

804. Group Housing Projects. In the case of a group housing project of two or more buildings to be constructed on a plat of ground of two acres not subdivided into the customary streets and lots, and which will not be so subdivided, or where the existing or contemplated street and lot layout makes it impracticable to apply the requirements of this ordinance to the individual building units in such housing projects, a special exception to the terms of the ordinance may be made by the Board of Zoning Appeals in a manner that will be in harmony with the character of the neighborhood, will insure substantially the same character of occupancy and an intensity of land use no higher and a standard of open space no lower than that permitted by this ordinance in the district in which the project is to be located. However, in no case shall the Board of Zoning Appeals authorize a use prohibited in the district in which the project is to be located, or a smaller lot area per family than the minimum required in such district, or a greater height, or a larger coverage than the requirements of this ordinance permits in such a district.

ARTICLE IX ENFORCEMENT

901. Enforcing Officer. This official or his designee shall have the right to enter upon any premises necessary to carry out this official's duties in the enforcement of this resolution and in addition, this official or his designee shall:

901.1 Accept all building permit applications and the accompanying permit fees and refuse to issue a building permit until all applicable zoning regulations, subdivision regulations, and The Greene County Flood Damage Prevention Resolution, hereinafter referred to as the "flood zone resolution requirements" have been met and an initial investigation had been conducted pursuant to Section 901.6 herein.

901.2 Upon accepting a permit application for a building permit, review the applicable zoning regulations, subdivision regulations, and the flood zone resolution to determine if the application is for a residential or commercial structure, addition, accessory building or for a double wide mobile home, single wide mobile home, or manufactured home, that once built, or installed as the case may be, pursuant to the specifications stated in said application, will comply with all applicable zoning regulations, subdivision regulations, and flood zone resolution requirements.

901.3 If a permit application is for a residential or commercial structure, addition, accessory building or for a double wide mobile home, single wide mobile home, or manufactured home, that once built, or installed as the case may be, pursuant to the specifications stated in said application, will not meet applicable zoning regulations, subdivision regulations, and the flood zone resolution requirements, deny issuance of a building permit or, if appropriate, work with the applicant to determine what changes are required to ensure that zoning regulations are met and request an amended application to be made by the applicant.

901.4 If the application is for a residential or commercial structure, addition, accessory building or for a double wide mobile home, single wide mobile home, or manufactured home, that once built, or installed as the case may be, will fall under the flood zone resolution, ensure that all permitting requirements set forth in the flood zone resolution are met, and that the structure, addition, or installation, once built or installed, as the case may be, pursuant to the specifications stated in said application, will meet the requirements of the flood zone resolution. If the permitting requirements are not met by the applicant, or the structure or installation, once built or installed, as the case may be, pursuant to the specifications stated in said application will not meet the requirements of the flood zone resolution, if appropriate, explain to the applicant what will be required to comply, and if appropriate allow the applicant to submit an amended application or deny the application for building permit.

901.5 Deny issuance of any and all building permits for all applications for building permits for a residential or commercial structure, addition, accessory building or for a double wide mobile home, single wide mobile home, ore manufactured home, that once built, or installed as the case may be, that do not comply with zoning regulations, subdivision regulations, or the flood zone resolution requirements and compliance with the same is either not capable of being attained, or the applicant refuses to do that which is necessary to comply with the same.

901.6 Within three (3) days after an applicant has shown compliance with all applicable zoning regulations, subdivision regulations, and the flood zone resolution requirements, conduct an onsite investigation of the building site proposed by an applicant and measure the zoning set back stakes and strings and either find them to be in compliance or instruct an applicant to move the same such that they will be in compliance indicating to the applicant where the applicant may not install or construct, have an overhang or any other part of the structure, pursuant to zoning regulations or subdivision regulations. If the application was for an installation, structure or addition that falls under the flood zone resolution, the Building Commissioner may require an engineer or surveyor, as contemplated by the flood zone resolution, chosen by the applicant and at the applicant's cost, to be present during said initial investigation or any further investigation as deemed necessary by the Building Commissioner.

901.7 If upon the investigation as required in Section 901.6, it is determined that the applicable zoning regulations, subdivision regulations, or the flood zone resolution requirements are not complied with, either deny issuance of the building permit, or if appropriate, work with the applicant and instruct the applicant what to complete in order to come into compliance, prior to issuing a building permit. If non-compliance is discovered during the initial investigation, prior to conducting a second investigation, the Building Commissioner or the Building Commissioner's designee shall require the applicant to provide sufficient and adequate proof of compliance with all applicable zoning regulations, subdivision regulations, and the flood zone resolution requirements, if applicable.

901.8 If upon the investigation as required in Section 901.6 it is determined by the Building Commissioner or his designee, that the applicant's building site and proposed structure, addition, or installation, is in compliance with all applicable zoning regulations, subdivision regulations, and if applicable, the flood zone resolution requirements, issue the applicant a building permit.

901.9 Maintain pictures and requisite documentation evidencing that an investigation, pursuant to Section 901.6, was conducted by the Building Commissioner or the Building Commissioner's designee as well as pictures and documentation showing that the applicant staked and strung zoning set backs and if required, the applicant's building, addition, and/or installation site and property lines as required herein and showing where said staking and stringing was located.

901.10 Conduct upon request, which request is required by a building permit holder, a final investigation of the building site to which a permit has been issued and determine whether all applicable zoning regulations, subdivision regulations and the flood zone resolution requirements have been complied with by the applicant. If all applicable zoning regulations, subdivision regulations and the flood zone resolution requirements, if applicable, have been complied with, issue a Certificate of Zoning Compliance that certifies that the same have been complied with and nothing more. If upon the final investigation, the Building Commissioner, or his designee determine that the applicable zoning regulations, subdivision regulations, or the flood zone resolution requirements, if applicable, have not been complied with, refuse to issue a Certificate of Zoning Compliance, and take those measures necessary to enforce the applicable zoning regulations, subdivision regulations, or the flood zone resolution, as the case may be.

901.11 Where applicable issue and review all temporary use permits and make and maintain records thereof.

901.12 Maintain and keep current zoning maps and records of amendments thereto.

901.13 Conduct inspections as prescribed in this resolution and such other inspections as are necessary to ensure compliance with various provisions of this resolution, subdivision regulations, and the flood zone resolution generally.

901.14 Refund all application fees for building permit applications that do not result in a building permit being issued.

901.15 Maintain records of all applications for building permits received, permit fees received and refunded, permits issued, pending, and denied, including the reasons for denial, Certificate of Zoning compliance, pending, issued, and denied, including reasons for denial, investigations completed, including those completed pursuant to an application and upon request for a Certificate of Zoning Compliance, or otherwise, as well as any and all enforcement actions threatened and/or taken.

901.16 Provide a monthly report to the Planning Commission of all activities recorded for that month pursuant to Section 901.16.

901.17 Provide a quarterly and annual report to the County Commission of all activities recorded pursuant to Section 901.16 for that quarter or that year as the case may be.

901.18 Develop and draft proposed standard operating procedures and forms, including, but not limited to permit applications, permits, and Certificates of Zoning Compliance, for the implementation, enforcement, and procedures necessary to carry out the purposes of this resolution and the responsibilities detailed in this Section 901 and present those for approval to the Planning Commission, The same should be

completed and proposed for approval no later than the **August** meeting of the Planning Commission.

902. Building Permit Required. It shall be unlawful to commence the excavation for or construction of any building including accessory buildings, or to commence the moving or alteration of any building, including accessory buildings, until the building commissioner has issued for such work a building permit including a statement that the plans, specifications and intended use of such building in all respects conform with the provision of this ordinance. Application for a building permit shall be made to the building commissioner. However no building permit shall be required and there shall be no regulation of the erection, construction, or reconstruction of any building, or other structure on land now devoted to agriculture uses or which may hereafter be used for agriculture purposes. Nor shall this resolution be construed as limiting or affecting in any way or controlling the agriculture uses of land.

Section 903 Building Permit Application. An applicant desiring to have a building permit issued as required by this resolution, shall in addition to completing an application for building permit, submit a dimensioned sketch or scale plan indicating the dimensions of the lot, the proposed building or installation site, the shape, size, height, and location of all buildings to be erected, altered, or moved or accessories, mobile homes or manufactured homes to be installed, and the intended use of the same as well as any other building, improvements or installation existing on said lot. The applicant shall also state the existing and intended use of all such buildings and/or installations and supply such other information, documentation, or certifications as may be required by the Building Commissioner for determining whether the applicable provisions of this resolution, the subdivision regulations and the flood zone resolution, if applicable, are being met. Said information, documentation, or certifications shall be provided to the Building Commissioner prior to conducting an initial investigation pursuant to 901.6.

Any building permit or Certificate of Zoning Compliance issued shall be based, in part, upon the statements, documentation, sketches, certification and/or other information supplied by the applicant. Any untruthful statement or any inaccuracy in any statement made on the applicant's application, or inaccuracy or untruthfulness of any other required, documentation, certifications, sketches or other information supplied by or on behalf of an applicant shall be construed against the applicant and the applicant shall be held liable and/or accountable for any such inaccuracy or untruthfulness, whether discovered during the application and permitting processes or thereafter, even if discovered after the issuance of a Certificate of Zoning Compliance, and the applicant, permit holder, Certificate of Zoning Compliance holder, or property owner, as the case may be, shall be required to comply with all applicable zoning regulations, subdivision regulations, and, if applicable flood resolution requirements, regardless of the prior issuance of a permit or a Certificate of Zoning Compliance.

903.1 Applicant Staking Requirements. An applicant for a residential building permit shall be required to stake and string the applicant's proposed building, addition, or installation site prior to making application for a building permit. If the proposed

residential building, addition, and/or installation site is, at any point, less than 60 feet from any property line of the lot on which a structure or addition is to be built or any installation is to be made, the applicant shall also stake and string the property lines of the lot prior to making application for a building permit. Regarding the staking and stringing of property lines, if the same is required, the applicant shall only be required to stake and string property lines that are less than 60 feet from any point of the proposed building, addition, or installation site. However, the staking and stringing of property lines shall connect. The residential applicant shall state on the applicant's application that the applicant has properly staked and strung the applicable building, addition, and/or installation site, and, if applicable property lines, or the applicant's application will not be accepted by the Building Commissioner and no investigation pursuant to 901.6 will be conducted and no building permit will be issued until such time as the building, addition, and/or installation site and the property lines have been so staked and strung. If said staking and stringing has not been completed by the applicant and is not in place upon initial investigation, the Building Commissioner, and/or his designee shall not conduct an initial investigation.

An applicant, whether applying for a residential or commercial building permit shall be required to stake and string the applicable zoning set backs at property lines and road frontage such that the Building Commissioner or his designee will be capable of measuring the zoning setbacks for compliance during an initial site investigation pursuant to Section 901.6. However, regarding property line zoning set backs, the applicant shall only be required to stake and string property line set backs that are 60 feet or less from any point of the applicant's building, addition, or installation site. As such, where property line zoning set backs are greater than 60 feet from the applicant's building, addition, or installation site, it shall suffice for the purposes of staking and stringing property line zoning set backs for the applicant to stake and string at 60 feet from the applicant's building, addition, or installation site. All road frontage zoning set backs must be staked and strung by the applicant at their actual measurement points, regardless of distance from building, addition, or installation site. In any event, the staking and stringing of zoning set backs must connect. An applicant shall state on the applicant's application that the applicant has properly staked and strung zoning set backs as required herein, or the applicant's application will not be accepted by the Building Commissioner and no initial investigation pursuant to 901.6 will be conducted and no permit will be issued until such time as said zoning set backs have been staked and strung by the applicant and the same are in compliance with this resolution, and if applicable, the subdivision regulations and flood zone resolution. If said staking and stringing has not been completed by the applicant and is not in place upon initial investigation, the Building Commissioner, and/or his designee shall not conduct an initial investigation.

An applicant should refer to the attached example on the next page for guidance on staking and stringing, building, addition, or installation sites as well as property lines and zoning set backs. After an initial investigation is completed and a permit is issued, the permit holder may remove the strings and stakes. However, the zoning set backs will be required to be staked and strung again for a final investigation

pursuant to Section 901.11 in the same location the stakes and strings were located in upon issuance of a building permit. It shall be the responsibility of the permit holder to ensure that the stakes used for staking and stringing zoning set backs either remain intact until the completion of the project for which a permit was issued, or to, in some manner, mark the same so that the stakes may be used again for stringing the zoning set backs or replaced into the same spot in which said stakes were placed when a permit was issued. There are no formal requirements regarding what stakes and strings are to be used, however, the applicant shall be required to utilize stakes and strings that are safe and are easily seen during any time said stakes and/or strings are in place. If the permit holder elects to leave the stakes in place until final investigation pursuant to Section 901.11, the permit holder shall ensure that the same do not present or cause a dangerous or unsafe condition to exist on or around the building site.

The measuring of zoning set backs as contemplated by Section 901.6 as well as any building permit or Certificate of Zoning Compliance issued shall be based, in part, upon the applicant's staking and stringing of the applicable zoning set backs, its building, addition, or installation site, and if required, the property lot lines as required by this Section. Any inaccuracy in the applicant's staking or stringing, or statement that applicant's lot lines are more than 60 feet from its proposed building, addition, or installation site shall be construed against the applicant and the applicant shall be held liable and/or accountable for any such inaccuracy in said staking and stringing, whether discovered during the application and permitting processes or thereafter, even if discovered after the issuance of a Certificate of Zoning Compliance, and the applicant, permit holder, Certificate of Zoning Compliance holder, or property owner, as the case may be, shall be required to comply with all applicable zoning regulations, subdivision regulations, and, if applicable flood zone resolution requirements, regardless of the prior issuance of a permit or a Certificate of Zoning Compliance.

903.2 Issuance of a Building Permit. If after application and the initial investigation as required by Section 901.6 is conducted, it is determined by the Building Commissioner or his designee, that the application and proposed building or excavation site and any structure, addition, or installation proposed to be built or installed thereon are in conformity with the provisions of this resolution and if applicable the subdivision regulations and/or the flood zone resolution requirements, the Building Commissioner or his designee shall issue a building permit for such excavation, construction, or installation. No building permit will be issued by the Building Commissioner unless and until, the Building Commissioner has sufficient and adequate proof that the structure, addition, accessory, or installation, upon its completion or installation as proposed in the application will comply with all applicable zoning regulations, subdivision regulations and flood zone resolution requirements, if applicable, and only after having conducted an initial investigation of the proposed building site and having measured the applicant's staking of zoning set backs for compliance and having found the same to be in compliance. If a permit is not issued, the Building Commissioner or his designee shall state the reasons for the failure to issue in writing and if appropriate, provide the applicant the opportunity

to come into compliance or deny the issuance of a building permit. The Building Commissioner may request any information, documentation, or certification deemed necessary by the Building Commissioner and the applicant shall be required to furnish the same to the Building Commissioner prior to issuance of a building permit.

It is recommended that the applicant, or an agent or employee of the applicant, be present on site during an initial site investigation pursuant to Section 901.6. The Building Commissioner shall make reasonable efforts to notify the applicant of the date and time at which said initial investigation will be conducted. The applicant may be required to move stakes and strings as they relate to zoning set back, building, addition, or installation site stakes and strings or other stakes and strings if the same are not in compliance. As such, if the applicant, or an employee or agent of the applicant is not on site to move zoning set back stakes and strings, if as staked and strung, they are not in compliance, a permit will not be issued until such time as said stakes and strings are moved such that they are in compliance and another site investigation is conducted by the Building Commissioner or his designee and the same are found to be in compliance.

903.3 Revocation of a Building Permit. If at any time, after the issuance of a Building Permit, the Building Commissioner determines that the applicant was untruthful in his application, submitted inaccurate drawings, or inaccurately staked its building site or property lines, or for any other reason determines that the building site and/or any structure, addition, accessory, or installation, proposed to be built or installed thereon, or in the process of being built or installed thereon, or built or installed thereon, is not in conformity with the applicable zoning regulations, subdivision regulations or flood zone resolution requirements, the Building Commissioner shall revoke the building permit issued. Said revocation shall remain in full force and effect until such time as the prior building permit holder can provide sufficient and adequate proof that the building site and any buildings, additions, installations, or accessories proposed to be completed thereon are, or will be in compliance with the applicable zoning regulations, subdivision regulations and flood zone resolution requirements. At such time, the Building Commissioner shall suspend such revocation. If at any time a building permit is revoked pursuant to this Section, the prior building permit holder shall immediately cease installation, construction, and/or excavation and shall stop all work covered by the revoked building permit until such time as the Building Commissioner suspends revocation. The Building Commissioner may request any information, documentation, or certifications deemed necessary by the Building Commissioner and the prior permit holder shall be required to furnish the same to the Building Commissioner at the permit holder's cost, prior to the suspension of any revocation.

903.4 Permit Posting Requirements. A building permit holder shall be responsible for posting its building permit in a conspicuous place on or near the property to which the permit applies. The applicant shall ensure that the building permit is visible from a county road and posted in such a manner that the Building Commissioner may visually observe the permit without exiting a vehicle traveling on said county road.

The building permit shall be posted in a protective covering protecting the permit from deterioration caused by the elements.

904. Issuance of Certificate of Zoning Compliance. Upon the completion of the construction, installation, or alteration of a building, structure, accessory, addition, or installation, for which a building permit has been issued, a permit holder shall, stake and string zoning set backs in the same manner as required by Section 903.1. Said stakes and strings shall be in the same exact locations as they were in when a building permit was issued and shall be installed by the permit holder prior to making the required application for a Certificate of Zoning Compliance. The permit holder shall also, within three (3) business days of such completion, make application for a Certificate of Zoning Compliance to the Building Commissioner. Within three (3) business days of said application the Building Commissioner or his designee shall make a final inspection of the property in question. If the property and all improvements covered by the building permit are in compliance with all applicable zoning regulations, subdivision regulations, and flood zone resolution requirements, the Building Commissioner or his designee shall issue a Certificate of Zoning Compliance certifying that based upon the statements made in the application for permit and documentation, certifications, and information provided as required herein, and if applicable, the staking and stringing of the building site and/or property lines completed by the applicant, and the completion of the erection of the building(s), addition(s), or installation(s), the applicable zoning regulations, subdivision regulations, and flood zone resolution requirements have been complied with. The Building Commissioner may request any information, documentation, or certification deemed necessary by the Building Commissioner and the permit holder shall be required to furnish the same to the Building Commissioner prior to issuance of a Certificate of Zoning Compliance.

904.1 Denial of Certificate of Zoning Compliance. If upon final investigation, the Building Commissioner or his designee finds that the building site or any improvement covered by the issued building permit is not in compliance with the applicable zoning regulations, subdivision regulations, or the flood zone resolution requirements, or that the permit holder has not properly and accurately staked and strung zoning set backs as required, the Building Commissioner or his designee shall deny the issuance of a Certificate of Zoning Compliance and shall take appropriate steps to enforce this resolution or the flood zone resolution as the case may be. Said denial shall be in writing, stating the reasons for such denial, and shall be provided to the permit holder.

904.2. No Use Without Certificate of Zoning Compliance. No land, building, addition, accessory, or installation, hereafter erected, installed, or altered in its use to which a building permit was required to so erect, install, or alter, shall be used in any manner until a Certificate of Zoning Compliance is issued by the Building Commissioner or the Building Commissioner's designee.

905. Compliance. This section deals with compliance with this resolution, as well as compliance with the flood zone resolution and subdivision regulations. It is the intent of the Greene County Commission, that Section 905.1 Criminal Penalties be set forth as punishment for violations, while Section 905.2 Civil Penalties, be set forth to promote compliance and not to punish violators.

905.1 Criminal Penalties. Any person violating any provision of this resolution or these regulations, including, but not limited to permitting requirements, permit posting requirements, Certificate of Zoning Compliance requirements, failure to abide by a stop work order, by knowingly providing false or misleading information or documentation as required herein, or any other portion of this resolution or regulation contained herein shall be guilty of a misdemeanor offense, and upon conviction, shall be fined not less than two dollars (\$2.00) nor more than fifty dollars (\$50.00) for each offense. Each day such violation shall continue to exist shall constitute an additional and separate punishable offense. Additionally, any person violating any provision of this resolution shall be required upon satisfactory proof by the mere preponderance of the evidence in a Court of record to have violated any provision of the zoning resolution shall be required to reimburse Greene County for all attorney fees, court costs, and expenses related to the enforcement of any provision of this resolution. The provisions of this Section are in addition to other provision of the applicable zoning resolutions as it relates to its enforcement. The Court may also rely upon any statutory or common law applicable as it relates to the enforcement of the zoning resolution, the subdivision regulations, or the flood zone resolution.

905.2 Civil Penalties. In order to promote compliance with this resolution and the regulations contained herein, including, but not limited to, permitting requirements, permit posting requirements, Certificate of Zoning Compliance requirements, failure to abide by a stop work order, or any other portion of this resolution or regulation contained herein, there shall be assessed upon any person or any entity a civil penalty of not less than \$250.00 no more than \$500.00 for each violation. Each day such violation shall continue to exist shall constitute an additional violation. Said civil penalty shall be assessed through either the General Sessions Court or the Circuit Court as each case may require. Said civil penalty shall be assessed and sought through the civil courts to promote compliance with this resolution and not to punish individuals or entities for violations of this resolution. Further, upon discovery of a violation to which said civil penalty shall apply, the Building Commissioner, or his designee, shall provide the individual or entity in violation, as well as the owner of the property upon which the violation exists, notice of such violation and grant that individual 10 days to cure said violation. If the violation is cured within the stated time period, no penalty shall be assessed. Said penalty shall apply to the individual or entity constructing, adding, excavating, or installing upon property and to the owner of the property, both of whom may be found to be in violation. Notice shall be effective upon either hand delivery or upon posting notice on the property alleged to be in violation in a conspicuous place. The Building Commissioner shall also take such steps that are reasonable to ensure notice is actual, such as hand delivery of said notice to the property owner and/or to any other entity or individual in violation, by

mailing certified mail, notice of violation to the property owner and/or to any other entity or individual alleged to be in violation. Any form of notice that gives actual notice shall suffice as notice of opportunity to cure.

905.3 Double Permit Fees. In order to promote compliance with the zoning resolution, and to promote pre-construction permit application and permit issuance so as to alleviate costly zoning and/or flood zone resolution violations and the remedies thereof, if there has been any excavation, grading, construction, site preparation work, or installation for which a building permit would be required, conducted prior to the application for and issuance of a building permit shall result in the normal permit fee being doubled. This double permit fee shall be required in the event the Building Commissioner or his designee determines that it applies upon the initial investigation, and if this is the case, the same shall be collected by the Building Commissioner prior to the issuance of a permit. However, should the Building Commissioner, for some reason, fail to perform an initial investigation, pursuant to Section 901.6, within three (3) days of being provided sufficient proof that the applicant is in compliance with the applicable zoning regulations, subdivision regulations, and flood zone resolution requirements, the normal permit fee will apply and the permit fee shall not be doubled.

905.4 Stop Work Orders. The Building Commissioner or his designee shall, upon discovery of a violation of this resolution, the subdivision regulations, or the flood zone resolution, that arises from excavation, construction, grading, or installation in progress, issue a stop work order that shall be either hand delivered to the builder or contractor building, grading, excavating, constructing, or installing in violation or the property owner or both or shall affix the same upon the property to which the violation exists in a conspicuous place. Said stop work order, upon delivery or being affixed to the property, shall act as notice of violations and shall direct that all construction, excavation, grading, or installation immediately cease.

906. Remedies. In case any building or structure is erected, constructed, reconstructed, repaired, converted or maintained, or any building, structure or land is used in violation of this ordinance, the building commissioner or any other appropriate authority or any adjacent or neighboring property owner who would be damaged by such violation, in addition to other remedies may institute injunction, mandamus, or other appropriate action in proceeding to prevent the occupancy or use of such building.

907. Schedule of Permit Fees. (DELETE 11/17/14) See Development Fees.

908. Greene County Planning Commission. The Greene County Planning Commission, for the purpose of this ordinance shall be referred to as the planning commission. The planning commission shall:

908.1 Establish such rules of procedure as are necessary to the performance of this function hereunder.

908.2 Review and decide all applications for uses permitted on review in accordance with this ordinance

908.3 Study and report to the Greene County Board of Commissioners on all proposed amendments to this ordinance periodically and on the basis of such review, suggest amendments thereto.

908.4 To review and approve, deny, or modify, the standard operating procedures and forms submitted by the Building Commissioner pursuant to Section 901.19.

909. Location of Flood Zones. Neither the Building Commissioner nor his designee shall locate or stake in any manner flood zones for purposes of laying out an acceptable building, addition, or installation site. Any applicant for a building permit that falls under the flood zone resolution shall be required to ensure that the FEMA maps or other flood zone maps are interpreted properly for purposes of staking their own building, addition, or installation site.

910. Measuring of Building Sites, Property Lines, or Zoning Set Backs by Building Commissioner or His Designee. Neither the Building Commissioner nor his designee shall measure, stake or string any proposed building site or property line, and shall not stake out measure, or instruct an applicant as to where an applicant may build, add, or install, but rather shall only measure the zoning set back stakes and strings installed by an applicant or permit holder to verify compliance or instruct the applicant where the same should be staked and strung such that the same will be in compliance. Any instruction, direction, or verification given by the Building Commissioner or his designee shall only state, instruct, or direct an applicant where the applicant may not build, add, install, or allow any portion of a building, addition, or installation to situate, including, but not limited to, overhangs such that zoning regulations and subdivision regulations will be complied with. The Building Commissioner or his designee shall only verify the accuracy of the zoning setbacks stakes and strings or instruct an applicant as to where they should be staked and strung pursuant to the applicable zoning regulations.

ARTICLE X
BOARD OF ZONING APPEALS

1001. Creation and Appointment. The Greene County Board of Zoning Appeals is hereby established in accordance with §13-7-106, Tennessee Code Annotated. Such Board of Zoning Appeals shall be appointed by the Greene County Legislative Body to serve terms of one, two, three, four, and five years respectively, thereafter, terms to be for five years and vacancies filled for the unexpired term only. The Board shall consist of seven members; five (5) regular, or voting members, and two (2) associate, or non-voting members. The county commission shall have power to remove any member of the board for cause, after public hearing.

1002. Rules of Procedure and Jurisdiction of Board.

1002.1 The Board may adopt supplemental rules of procedure, not inconsistent with T.C.A. §13-7-107. The supplemental rules, or by-laws, may address, but shall not be limited to, the following: maintenance of a record of the board's resolutions, transactions, motions and actions, which shall be a public record; election from its membership of a chair and other officers as the board deems necessary; and the inclusion of statements of reasons for the board's actions as part of each motion or action, including such findings of fact and statements of material evidence as the board may deem pertinent.

1002.2 A schedule of regular monthly meeting dates and times shall be established by the by-laws of the Board. Meetings may also be called by the chairman or by a majority of the membership and at such other times as the board may determine. Such chairman, or in his absence the acting chairman, may administer oaths. All meetings of the board shall be open to the public. The board shall keep minutes of its proceedings, showing the vote of each member upon each question, or, if absent or failing to vote, indicating such fact; shall take all evidence necessary to justify or explain its action, and shall keep records of its examinations and of other official action, all of which shall be immediately filed in the office of the board and shall be a public record.

1003. Appeals: How Taken. Anyone may appeal a decision of the zoning administrator that has been based, in part or in whole, on the zoning resolution or other regulations developed as per T.C.A. §13-7-107 and §13-7-109, including individuals, firms or corporations, any governmental office, department, board or bureau, or anyone else aggrieved by the decision. Such appeal shall be taken within a reasonable time, as provided by the rules of the board, specifying the grounds thereof. The building commissioner shall transmit forthwith to the board all papers constituting the record upon which the action appealed was taken. The board shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within reasonable time. Upon hearing, any party may appear in person or by agent or attorney.

1004. Powers. The Board of Zoning Appeals shall have the following powers:

1004.1 Appeals. The board shall hear and decide appeals where the appellant charges that there is an error in any order, requirement, decision or refusal made by the building commissioner or any other administrative official in carrying out or enforcing the zoning resolution or any ordinance enacted pursuant to T.C.A. §13-7-109. The board shall also interpret the zoning maps and determine disputed questions of lot lines or district boundary lines or similar questions as they arise in the administration of the zoning resolution as per T.C.A. §13-7-107.

1004.2 Special Exceptions and Special Questions. The board shall hear and decide requests for special exceptions as permitted in the zoning resolution. The board shall also hear and decide requests for interpretation of the zoning resolution and shall make decisions upon other special questions as authorized by any resolution or ordinance, as per T.C.A. §13-7-107.

1004.3 Variance Requests. The board shall hear and decide variance requests:

1004.3.1 For lots of record at the time of adoption of the zoning resolution, that are exceptionally narrow, shallow or shaped in such a way that the strict application of the regulations would create exceptional practical difficulties to or exceptional and undue hardship upon the owner of such property; or

1004.3.2 For any lot or tract which has exceptional topographical conditions or other extraordinary or exceptional situations or conditions that would result in exceptional practical difficulties to or exceptional and undue hardship upon the owner of such property; and

1004.3.3 When relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the zoning resolution; and

1004.3.4 And may attach conditions regarding the location, character and other features of the proposed building structure or use as it may deem advisable in furtherance of the purpose of this resolution; and

1004.3.5 Provided that before any variance is granted it shall be shown that special circumstances are attached to the property which do not generally apply to other property in the neighborhood.

1004.4 Action of the Board of Zoning Appeals. In exercising the aforementioned powers, the Board of Zoning Appeals may, in conformity with the provisions of this ordinance, reverse or affirm, wholly or partly, or may modify the order, requirements, decision or determination appealed from, and to that end shall have all powers of the building commissioner. The concurring vote of a majority of the board shall be necessary to reverse any order, requirement, decision or

determination of any such administrative official or to decide in favor of the applicant on any matter upon which it is required to pass under this resolution, or to authorize any variance from the terms of this resolution.

ARTICLE XI AMENDMENTS

1101. Procedure. The Greene County Board of Commissioners may amend the regulations, restrictions, boundaries, or any provision of this resolution. Any member of the county commission may introduce such amendment, or any official, board or any other person may present a petition to the Greene County Board of Commissioners requesting an amendment or amendments to this resolution. All changes and amendments shall be effective only after official notice and public hearing.

1102. Approval by Planning Commission. No such amendment shall become effective unless it is first submitted to the Greene County Planning Commission for approval, disapproval or suggestions. If such amendment is disapproved by the Greene County Planning Commission, it shall receive the favorable vote of a majority of the entire membership of the Greene County Board of Commissioners to become effective.

1103. Initiation of Amendments. An amendment of this resolution may be initiated by any one of the following three methods: the verified petition of one or more persons interested in the proposed amendment, the resolution of the Greene County Planning Commission, the resolution of the Greene County Board of Commissioners.

ARTICLE XII
LEGAL STATUS PROVISION

1201. Conflict with Other Ordinances. In case of conflict between this resolution or any part thereof, and the whole or part of any existing or future resolution of Greene County, Tennessee, the most restrictive shall in all cases apply.

1202. Validity. If any section, clause, provision or portion of this ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, provision, or portion of this ordinance which is not of itself invalid or unconstitutional.

**ARTICLE XIII
EFFECTIVE DATE**

BE IT ORDAINED by the Greene County Board of Commissioners, that this ordinance shall take effect after its passage, the welfare of the county requiring it.

Certified by Planning Commission: _____

Date _____

Approved by County Commission
And Signed in Open Meeting: _____

Date _____

County Mayor

Approved as to Form: _____
County Attorney

ATTEST: _____
County Registrar

CHANGES TO THE GREENE COUNTY ZONING RESOLUTION

Date of Change	Section Changed	Description
11/17/2014	907	Removed Schedule of Permit Fees
7/20/2015	209b	Added definition "Buffer Strip, Solar Farm"
	209c	Added definition "Buffer Zone"
	253b	Added definition "Solar Panel Farm"
	601.1S	Added "Solar Farms" as a use in A-1 General Agriculture District
12/21/15	Article X.	Replaced entirety of Article X. Board of Zoning Appeals

**BY-LAWS OF THE
GREENE COUNTY BOARD OF ZONING APPEALS**

ARTICLE I. GENERAL INFORMATION

- 1.1 Name of the Board. The name of the Board shall be the Greene County Board of Zoning Appeals, as established and provided for by Tennessee Code Annotated §13-7-106.
- 1.2 Office of the Board. The office of the Board is the Greene County Building/Planning/Zoning Department located at 129 Charles Street, Suite 2, Greeneville, TN 37743.
- 1.3 Creation of Bylaws. These supplemental rules of procedure, or by-laws, are created pursuant to Tennessee Code Annotated §13-7-107.
- 1.4 For the purposes of these by-laws "Building Commissioner" is inclusive of the terms "Building Official", "Zoning Administrator", "Zoning Commissioner", "Codes Enforcement Officer", and any other term used in any Greene County document, Tennessee Code Annotated, or adopted building code, that refers to the person overseeing administration of the Greene County Zoning Resolution.
- 1.5 These bylaws, as adopted, shall be made an addendum to the Zoning Resolution.

ARTICLE II. POWERS OF THE BOARD

- 2.1 Who May Request Action by the Board. Anyone may appeal a decision of the Building Commissioner that has been based, in part or in whole, on the zoning resolution or other regulations developed as per T.C.A. §13-7-102, including individuals, firms or corporations, any governmental office, department, board or bureau, or anyone else aggrieved by the decision.
- 2.2 Powers of the Board
 - 2.2.1 Appeals. The Board shall hear and decide appeals where the appellant charges that there is an error in any order, requirement, decision or refusal made by the Building Commissioner in carrying out or enforcing the zoning resolution or any ordinance enacted pursuant to T.C.A. §13-7-109.
 - 2.2.2 Special Exceptions and Special Questions.
 - 2.2.2.1 The Board shall hear and decide requests for special exceptions as listed in the zoning resolution and as permitted under T.C.A §13-7-109.
 - 2.2.2.2 The Board shall hear and decide requests for interpretation of the zoning resolution and shall make decisions upon other special questions as authorized by any resolution or ordinance, as per T.C.A. §13-7-107 and the zoning resolution.

- 2.2.2.3 The Board shall interpret the zoning maps and determine disputed questions of district boundary lines or similar questions as they arise in the administration of the zoning resolution as per T.C.A. §13-7-107 and the zoning resolution.
- 2.2.3 Variance Requests. The Board shall hear and decide variance requests:
 - 2.2.3.1 For lots of record at the time of adoption of the zoning resolution that are exceptionally narrow, shallow or shaped in such a way that the strict application of the regulations would create exceptional practical difficulties to or exceptional and undue hardship upon the owner of such property; or
 - 2.2.3.2 For any lot or tract which has exceptional topographical conditions or other extraordinary or exceptional situations or conditions that would result in exceptional practical difficulties to or exceptional and undue hardship upon the owner of such property; and
 - 2.2.3.3 When relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the zoning resolution; and
 - 2.2.3.4 The Board may attach conditions regarding the location, character and other features of the proposed building structure or use as it may deem advisable in furtherance of the purpose of this resolution; and
 - 2.2.3.5 Provided that before any variance is granted it shall be shown that special circumstances are attached to the property which do not generally apply to other property in the neighborhood.

III. APPOINTMENT, REMOVAL, AND COMPENSATION OF MEMBERS

- 3.1 Members. The Board is composed of regular and associate members.
 - 3.1.1 Regular members. The Board has five (5) regular, or voting, members.
 - 3.1.2 Associate members. The Board has two (2) alternate, or associate members.
 - 3.1.2.1 If a regular member is temporarily unable to attend a Board meeting an associate shall be designated by the Chair or the Acting Chair, which is the vice-Chair acting in the Chair's absence, to serve as a regular member and vote on issues before the Board.
 - 3.1.2.2 If a regular member is unable to participate in discussion and voting on a particular issue before the Board, whether because of a conflict of interest or other reason, an associate shall be designated by the Chair/Acting Chair, to serve as a regular member and vote on that issue.
 - 3.1.2.3 Associates are considered full members of the Board and hold the same responsibilities and obligations as regular members, including

training, participation in discussion at the meeting, etc., but vote only when appointed to do so in the absence of a regular member.

3.1.2.4 If only one (1) associate is needed to serve as a regular member, the associate with the longest term on the Board shall be the first appointee.

3.1.2.5 If both associate members are appointed on the same day, the associate appointed to serve as the temporary regular member shall be selected by the Chair/Acting Chair.

3.1.2.6 Associates shall alternate when acting as voting members so that the same associate is not selected at successive meetings.

3.2 Selection of Board Members

3.2.1 To ensure parity and avoid the appearance of impropriety Board members shall be selected in keeping with the intent of the following:

3.2.1.1 Effort shall be made to select Board members from a variety of socio-economic groups, geographical areas, and occupations (including homemakers).

3.2.1.2 No more than two representatives from each type of development-related occupations (such as surveyor, engineer, realtor, developer, planner, and the like) shall be appointed to the Board at the same time.

3.2.1.3 No more than one Board member shall be appointed from the same business.

3.3 Vacancy of Board Members.

3.3.1 Any vacancy in the membership of the Board shall be filled through appointment by the Mayor subject to confirmation by the County Legislative Body.

3.3.2 The replacement member shall serve for the length of the unexpired term.

3.3.3 Associate members may be appointed as regular members.

3.4 Removal of Board Member. The County Legislative Body may remove a member of the Board for cause specified in writing served on the member and after a hearing, of which such member shall be given not less than fifteen (15) days' written notice.

3.5 Compensation.

3.5.1 Compensation for the members is set by the County Legislative Body.

3.5.2 Compensation shall only be provided after each Board member, at the end of each meeting, signs a record of attendance form provided by staff, affirming their attendance at the meeting.

3.6 County Legislative Body Members.

- 3.6.1 No more than two Board members shall be members of the County Legislative Body.
- 3.6.2 One member shall be appointed to a one year term, and the second for the length of their elected term as a member of the County Legislative Body.

ARTICLE IV. OFFICERS

- 4.1 The officers of the Board shall be a Chair, Vice-Chair, and Secretary, who shall be selected from among the regular members.
- 4.2 Responsibilities of Officers.
 - 4.2.1 The Chair shall:
 - 4.2.1.1 Preside at all meetings and hearings of the Board, appoint any committee that may be found necessary, and swear in witnesses.
 - 4.2.1.2 Decide all points of order or procedure, including limiting discussion that is not relevant to the issue being discussed.
 - 4.2.1.3 Not permit any derogatory comments, whether from Board members, staff, or the audience.
 - 4.2.1.4 Stop all cross conversation by having comments and questions directed to the Chair.
 - 4.2.1.5 The Chair votes to break a tie or when acting as a third member to create a quorum.
 - 4.2.2 Vice-Chair. In the absence or incapacity of the Chair, or at the Chair's request, the vice-Chair shall perform the duties of the Chair.
 - 4.2.3 Secretary. The secretary is responsible for recording information at meetings and work sessions, including motions, justifications for action, and the Board member making the motion and second, as well as signing the meeting minutes following their approval by the Board.
- 4.3 Election of Officers.
 - 4.3.1 The Board shall elect officers at the Board meeting following approval of new Board members by the County Legislative Body.
 - 4.3.2 If no new members are appointed, the election shall be held at the October meeting or, if there is no other business, the first meeting held thereafter.
 - 4.3.3 Officers will serve until their successors are elected, provided their terms of office have not elapsed.
 - 4.3.4 If the Chair's term of office elapses prior to the meeting where new officers are elected, the vice-Chair shall conduct the election.
 - 4.3.5 Terms of elected officers shall be for one (1) year.

- 4.4 Vacancy of Office. Should the office of Chair, vice-Chair or secretary become vacant the Board shall, at the meeting where the vacancy is first noted, elect a successor in the manner prescribed for the election of such officer and such election shall be for the unexpired term of said officer.

ARTICLE V. BOARD STAFF

- 5.1 The Building Commissioner shall make provisions for staff support for the Board including, but not limited to, the following:
- 5.1.1 Providing a contact for those seeking action by the Board.
 - 5.1.2 Providing a contact for members of the public who are interested in potential action by the Board.
 - 5.1.3 Researching and compiling information that is necessary for the Board to make an informed decision.
 - 5.1.4 Presenting all relevant information, both supporting and contrary to the issue, to the Board, the applicant, and interested citizens.
 - 5.1.5 Preparing and publishing a public notice or agenda for Board meetings and work sessions.
 - 5.1.6 Handling correspondence for the Board, taking notes at meetings, and preparing the minutes for review by the Board.
 - 5.1.7 Creating and maintaining a file of all information relevant to any action requested of the Board, including the application, data generated or collected by staff, data presented at the meeting, and resolution of the issue.
- 5.2 Staff shall make use of other departments and agencies as needed in their research.

ARTICLE VI. ACCESS TO INFORMATION

- 6.1 Access to Public Records. This section has been specifically adapted for the Greene County Building/Planning/Zoning Department from Greene County's "POLICY FOR THE INSPECTION AND COPYING OF PUBLIC RECORDS UNDER THE TENNESSEE OPEN RECORDS LAW".
- 6.1.1 General Information.
 - 6.1.1.1 All public records made or received in connection with the transaction of business in the Greene County Building/Planning/Zoning Department, shall be available for review during business hours.
 - 6.1.1.2 I&R is not required to create records or compile information.
 - 6.1.1.3 Requests to inspect a record may be required in writing.

- 6.1.1.4 Requests for copies of records must be made using the Request to Inspect/Copy Public Records form.
- 6.1.1.5 Persons requesting to inspect and/or copy records must show proof of Tennessee citizenship with a government-issued photo identification card including the person's address (i.e., driver's license, voter's registration, etc.).
- 6.1.1.6 Media Requests. Requests to inspect/copy records submitted by a representative of the news media (newspaper, radio, television, magazine, etc.) must be made through the County Mayor's Office or the Office of the County Attorney, which will arrange for the inspection or copying of the records.
- 6.1.1.7 Records Custodian.
 - 6.1.1.7.1 The Planning Coordinator is the Records Custodian for all I&R records relating to the Board of Zoning Appeals and Planning Commission, as well as any other information submitted to or created by planning staff of the I&R department on any topic.
 - 6.1.1.7.2 Any I&R staff member may be appointed as a records custodian designee.
 - 6.1.1.7.3 For the purposes of these by-laws, the term "Records Custodian" also includes designees.
- 6.1.1.8 Public records may only be inspected in the presence of the Records Custodian, and at no time will records leave their possession.
- 6.1.2 Inspection/Copying of Records
 - 6.1.2.1 The goal, above and beyond what is required by the "Policy for the Inspection and Copying of Public Records", is for the Records Custodian to make records available upon request, provided:
 - 6.1.2.1.1 Records shall not be available for inspection by any non-I&R staff member if they have not been reviewed by the appropriate staff member(s).
 - 6.1.2.1.2 Records shall not be copied for any non-I&R staff member prior to this staff review.
 - 6.1.2.2 If immediate release is not possible the secondary goal is to make the records available within 24 hours, if the next day is a work day, or if the day following submission of the request is not a work day, to make the records available by 4:00 p.m. on the next work day.
 - 6.1.2.3 If the records are not available in this time frame, e.g., the records are being reviewed by County Attorney, are being used for official business, etc., they shall be provided within seven (7) business days, as per the records policy.

- 6.1.2.3.1 The reason why the records are not available shall be provided to the requestor.
- 6.1.2.3.2 A completed "Inspection/Duplication of Records Request" form shall be completed, dated to the date the request was first made, to provide a written record of when the request was initiated.
- 6.1.2.4 The policy provides that, if the record cannot be produced within seven (7) business days, e.g., they are filed in archives, being used for official business, or other reason:
 - 6.1.2.4.1 The reason why the records are not available shall be provided to the requestor.
 - 6.1.2.4.2 The requestor shall submit a completed "Inspection/Duplication of Records Request" form, if one has not already been submitted, dated to the date the request was first made.
 - 6.1.2.4.3 The requestor shall be advised when the record(s) will be available and a "Records Production Letter" shall be provided.
 - 6.1.2.4.4 All efforts will be made to provide the records within a reasonable period of time.
- 6.1.2.5 Copying of Large Documents. Because plans and plats are normally submitted on paper measuring at least 18" x 24", and there is no equipment in the Building/Planning/Zoning Department that can make copies of this size, staff will:
 - 6.1.2.5.1 Take the plans/plats to other County offices that have the equipment to make large copies, where the person requesting the information will pay the copy charge and pick up the papers; or
 - 6.1.2.5.2 Make arrangements to meet the requestor at a business capable of making the copies, where they shall pay the business for the copies, which will be immediately given to them; and
 - 6.1.2.5.3 Provide the copies within seven (7) days of the request being submitted, the longer time frame needed because I&R staff does not have control over other departments or independent businesses.
- 6.1.2.6 Electronic Records
 - 6.1.2.6.1 Copies of electronic information shall be provided within the same time frames as noted above.

6.1.2.6.2 Electronic files shall not be forwarded or released to non-I&R staff members unless they are tamper proof.

6.2 Confidential Information Provided to Staff. The BZA has developed guidelines for staff on how to balance the need to keep certain information confidential while providing public access to information.

6.2.1 Confidential information is not part of the public record when:

6.2.1.1 It is only provided verbally; or

6.2.1.2 It is shown in a physical form, as on paper or a digital file, but staff does not have a physical copy of the information; and

6.2.1.3 It does not influence staff recommendations about the project.

6.2.2 Confidential information shall be part of the public record when:

6.2.2.1 It is provided to staff in a physical form, such as a digital file or paper; or

6.2.2.2 It influences staff recommendation about the project.

6.2.3 Staff Action.

6.2.3.1 Before accepting any physical representation of confidential information staff shall make the developer aware of these standards.

6.2.3.2 Verbal Source of Confidential Information. Staff shall:

6.2.3.2.1 Inform the developer that the confidential information will be made public if, at any point, it influences staff's recommendation to the Board of Zoning Appeals.

6.2.3.2.2 Make the developer/representative aware that, in such an instance, they would be provided the opportunity to withdraw the project in order to protect confidentiality.

6.2.3.2.3 If the item is withdrawn and resubmitted at a later date, and no confidential information is provided at that time, staff will not disclose the previously discussed confidential information.

6.2.3.2.4 If a proposal is resubmitted staff shall, as should be done for all proposals, consider the worst case scenario for the proposal, and make their recommendation accordingly.

6.2.3.2.5 If the same proposal is resubmitted there shall not be a second charge for the resubmission.

6.3 Information Provided to BZA Members

6.3.1 BZA members in possession of confidential information about any issue before them shall make that information known at the meeting, or shall abstain completely from direct or indirect participation as a decision maker.

- 6.3.2 BZA members who have been contacted outside of a public meeting, and have received non-confidential information relevant to the issue at hand, must disclose that information at the meeting.

ARTICLE VII. FORMS

- 7.1 Applications/appeals shall be made on forms provided by the Greene County Building/Planning/Zoning Department.
- 7.2 The fee, application/appeal form, and any other required materials shall be received in the Greene County Building/Planning/Zoning Department no later than 4:00 p.m., twenty (20) calendar days prior to the Board meeting.
- 7.3 The application/appeal form, as well as any information generated as a result of the application or appeal, will be part of the public record, provided that staff will have up to three work days to review the proposal before making it available for public review.

ARTICLE VIII. CASE PROCEDURE

- 8.1 When a completed application form and any applicable fee has been submitted by the deadline, staff shall:
 - 8.1.1 Place the item on the first regular meeting that the applicant or their representative can attend.
 - 8.1.2 Submit a "Notice of Public Hearing" to a newspaper of general circulation in Greene County, with publication to occur at least fifteen (15) calendar days prior to the hearing.
- 8.2 A request by the Building Commissioner or other Building/Planning/Zoning Department personnel to the Board for interpretation of the Zoning Resolution shall also require a public notice, as per the terms of Section 8.1.2.
- 8.3 Action
 - 8.3.1 The Board will deliberate and either approve, deny, or postpone action on the request.
 - 8.3.2 Reasons for the action shall be stated for the record, being as specific as possible in providing the rationale for the action, using the justifications provided in T.C.A. §13-7-109 and the zoning resolution.
 - 8.3.3 The final decision of any application or appeal to the Board shall be approved by a majority of the membership present.
- 8.4 If the Board denies a request/appeal:
 - 8.4.1 The applicant may appeal the Board's decision to Chancery Court; or

- 8.4.2 The applicant may submit a new request to the Board provided at least one (1) year has passed since the initial denial; or
- 8.4.3 The applicant may file an addendum to the initial request within the year following the denial, provided:
 - 8.4.3.1 In the opinion of the Building Commissioner, there is new information that could not have previously been discovered by due diligence.
 - 8.4.3.2 A new notice of public hearing must be published.

ARTICLE IX. MEETINGS

- 9.1 Time and Place.
 - 9.1.1 A regular meeting of the Board shall be held on the fourth Wednesday of each month at 8:30 a.m. at the Greene County Annex Conference Room, located at 204 N. Cutler Street, Greeneville, Tennessee.
 - 9.1.2 An alternate time or place may be designated by the Building Commissioner, with approval of the Board Chair, if the regular meeting date falls on a holiday, the regular meeting place is not available, or for such other reason deemed necessary by staff or the Chair.
- 9.2 A meeting is not required to be held if there are no requests or other business to be considered.
- 9.3 A quorum shall consist of three (3) members of the Board, with any mixture of regular and/or associate members used to constitute the quorum.
- 9.4 The order of business at all regular meetings of the Board shall generally be as follows:
 - 9.4.1 Call to order;
 - 9.4.2 Roll call of members by recording secretary;
 - 9.4.3 Motion to adopt the agenda.
 - 9.4.4 Approval of minutes of previous meeting;
 - 9.4.5 Swearing of witnesses by the Chair/Acting Chair;
 - 9.4.6 Reading of agenda item by the Chair;
 - 9.4.7 Old Business, if any.
 - 9.4.8 Description of case by staff and/or other governmental representatives such as the Planning Coordinator.
 - 9.4.9 Public statement by Board members, if any, that have a potential conflict of interest in any case before the Board, naming the case in question, and their intention to recuse themselves.

- 9.4.10 Statements by the County Attorney, if necessary;
- 9.4.11 Questions by Board members to staff or the applicant, if needed, to clarify the issue.
 - 9.4.11.1 Discussion shall not take place at this time.
 - 9.4.11.2 Board members shall not question anyone other than staff or the applicant, and shall not request recognition of audience members.
- 9.4.12 Chair opens public hearing for statements by all interested parties.
 - 9.4.12.1 Each person shall have three minutes to make statements, except that persons acting as a representative for a group may have five minutes.
 - 9.4.12.2 Time spent answering questions from the Board shall not be considered part of the three minute statement period.
 - 9.4.12.3 While Board members may question audience members, cross conversations are not permitted.
 - 9.4.12.4 Derogatory comments towards staff, Board, or audience members shall not be permitted and, after one warning from the Chair, the Chair may have the person making the comments removed from the room.
- 9.4.13 Deliberation and disposition by the Board of the case(s).
 - 9.4.13.1 Members shall not speak against their own motions.
 - 9.4.13.2 Remarks shall be confined to the merits of the pending question.
 - 9.4.13.3 The Board member making the motion has the first opportunity for discussion.
 - 9.4.13.4 Board members shall not speak twice during the discussion period until every member has had one opportunity to speak, and shall only speak twice on the same issue on the same day, provided that members may respond to questions.
 - 9.4.13.5 All remarks/questions shall be addressed through the Chair.
 - 9.4.13.6 Board members shall refrain from speaking on a prior action not pending.
 - 9.4.13.7 Board members shall not read from reports or papers without permission of the Chair/Acting Chair.
 - 9.4.13.8 There shall be a three minute time limit for each of the two discussion periods permitted per Board member.
- 9.4.14 Repeat steps 9.4.8 through 9.4.13 for any additional case(s).
- 9.4.15 Unfinished business, if any, to be conducted as per Sections 9.4.9 through 9.4.13.

9.4.16 New business, if any, to be conducted as per Sections 9.4.9 through 9.4.13.

9.4.17 Adjournment

9.5 Minutes.

9.5.1 Minutes that have not been approved by the Board must have "draft" written as a watermark through the body of the minutes.

9.5.2 The secretary may sign and distribute minutes immediately following their approval.

9.5.3 The only signature block on the minutes is for the secretary.

9.6.4 If the secretary is not available, the Chair/Acting Chair, may sign the approved minutes.

9.6 Swearing of witnesses.

9.6.1 As per Section 9.4.6 of these by-laws, all persons presenting evidence to the Board shall be placed under oath, including the applicant, neighbors, governmental staff members, surveyors, attorneys, engineers, and real estate agents.

9.6.2 The Chair shall, at the beginning of each public hearing, confirm that witnesses have been sworn and remind them that they are testifying under oath.

9.6.3 The form of the oath is as follows: "Do you solemnly swear or affirm that the evidence you shall give to the Board in this action shall be the truth, the whole truth, and nothing but the truth?"

ARTICLE X. ETHICS

10.1 In 1992 the American Planning Association adopted "Ethical Principles in Planning", which apply not only to professional planners but to planning commissioners and members of Boards of zoning appeals.

10.2 Standards for planners, planning commissioners, and Board of zoning appeals members is set high, with the goal of avoiding the appearance of impropriety. As such, the following guidelines have been specifically adopted for staff and Board members, who shall:

10.2.1 Exercise fair, honest and independent judgment in their roles as decision makers;

10.2.2 Make public disclosure of all "personal interests" they may have regarding any decision to be made as a decision maker;

10.2.3 Define "personal interest" broadly to include any actual or potential benefits or advantages that they, a spouse, family member or person living in their household might directly or indirectly obtain from a Board decision;

- 10.2.4 Abstain completely from direct or indirect participation as a decision maker in any matter in which they have a personal interest.
- 10.2.5 Seek no gifts or favors, nor offer any, under circumstances in which it might reasonably be inferred that the gifts or favors were intended or expected to influence a participant's objectivity as a decision maker in the planning process;
- 10.2.6 Not use confidential information acquired in the course of their duties to further a personal interest;
- 10.2.7 Not misrepresent facts or distort information for the purpose of achieving a desired outcome;
- 10.2.8 Not participate in any matter unless adequately prepared and sufficiently capacitated to render thorough and diligent service; and
- 10.2.9 Respect the rights of all persons and not improperly discriminate against or harass others based on characteristics which are protected under civil rights laws and regulations.

ARTICLE XI. TRAINING AND CONTINUING EDUCATION

- 11.1 Each Board member shall, within one (1) year of initial appointment and each calendar year thereafter, attend a minimum of four (4) hours of training and continuing education in one (1) or more of the subjects listed in T.C.A. §13-7-106(b)(5).
- 11.2 Each full-time Building Commissioner and other administrative official whose duties include advising the Board shall, each calendar year, attend a minimum of eight (8) hours of training and continuing education in one (1) or more of the subjects listed in T.C.A. §13-7-106(b)(5).
- 11.3 As per §13-7-106(b) (9), the County Legislative Body may, at any time, opt out of this subsection by passage of a resolution. They may also opt back in by passage of a resolution.
- 11.4 Documentation of Training
 - 11.4.1 Staff shall obtain and maintain written documentation signed by a representative of the sponsor of any training and continuing education course for which credit is claimed, acknowledging the fact that the individual attended the program for which credit is claimed.
 - 11.4.2 By December 1 of each calendar year staff shall prepare a written statement for each Board member, and each staff member listed in section 11.2 of these by-laws, that lists the date of each program attended, its subject matter, location, sponsors, and the time spent in each program.

11.4.3 By December 31 of each calendar year each Board member and staff member listed in section 9.2 of these by-laws, shall certify, by signature, said written statement.

11.5 Cost of Training and Education.

11.5.1 As per T.C.A. §13-7-106(b)(4), the legislative body is responsible for paying the training and continuing education course registration and travel expenses for each Board member and staff member listed in section 9.2 of these by-laws.

11.5.2 Reimbursement of travel costs will not be made to Board members who make other travel arrangements, if transportation has been offered by the County.