
MEMORANDUM

Agenda Item: # 6

To: Planning Commission
From: Mark Donaldson, Executive Director
Date: July 2, 2008
**RE: Proposed Reorganization of the City of Knoxville Zoning Ordinance
6-B-08-OA**

REQUEST

MPC staff, working together with City administration, requests consideration of a reorganization of Article 4 (Specific District Regulations) and Article 7 (Administration and Enforcement) of the City of Knoxville Zoning Code.

BACKGROUND

This rationale for this effort is twofold:

- Reorganizing Article 4 (Specific District Regulations) will end the practice of adding newly adopted zone districts to the end of a growing menu of districts and create four groups of districts that are similar in type and administration: 1) Base districts, 2) Planned Development districts, 3) Overlay districts, and 4) Form districts. In doing so, a logical place will be created to add the new “form districts” that are proposed for Cumberland Avenue, North Central Avenue and Magnolia Avenue. In addition, the general purpose and administrative procedures can be described for each group of districts.
- Reorganizing Article 7 (Administration and Enforcement) is similar in intent, though a bit farther reaching. This includes an effort to consolidate all the administrative procedures, certifications, and approvals that are now spread throughout the code (primarily in Article 4 as a result of new districts being added over time) into a central place in the Code. In addition, with the creation of new form districts, the need to describe the approval process within the Zoning Ordinance is necessary, instead of the current situation wherein reference is made to the Knoxville South Waterfront Form Based Development Code (a free-standing document specific to the City's only current form district).

This effort will not amend any policy or regulation currently found in the Zoning Code. The intent is to simply reorganize and consolidate existing regulations, authorities and duties into a more understandable format. In addition, it will bring into the Zoning Code many regulations and procedures that are currently described in the Knoxville South

Waterfront Form Based Development Code and make them applicable to any new form districts that are created.

Proposed amendments for Articles 4 and 7 are provided, including proposed new language for the "General Provisions" for each of the four types of zone districts. A summary table of dimensional regulations for each specific zone district is moved from Article 3 to Article 4. In addition, a summary table for Article 7 is created.

The proposed amendments to Article 4 include:

- Organization into four sections of specific district regulations according to type of zone district: base, planned development, overlay and form;
- Description of the general provisions for each section of specific districts to describe the purpose of each type of district and the administrative processes unique to each type of district; and
- Within the section for form districts (Section 4), description of general principles and regulations that will apply to all form districts and which may supersede regulations found elsewhere in the Zoning Code.

The proposed amendments to Article 7 include:

- Consolidation of administrative authorities, and their specific responsibilities and duties, found throughout the code into a central place in Article 7; and
- Description of the various administrative processes, certifications and approvals currently found throughout the code that are required prior to development.
- The specified duties already in Article 7 are as follows:
 - For the Building Official (formerly the Building Inspector), old duties 1 through 5 are now listed a through e;
 - For the Metropolitan Planning Commission, old duties 1 through 3 are now listed a through c; and
 - For the Board of Zoning Appeals, old duties 1 through 7 are now listed a through g.

One issue that was raised in public meetings is that of conflicting provisions between various sections of the code. The proposed general provisions for each Section of Article 4 provide language that clarifies provisions that are now found within specific zone districts and provide clear authority for these provisions. For example, within the Neighborhood Conservation (NC-1) Overlay District there is currently a provision (Article 4, Section 22. C) that allows design standards created for a NC-1 district to establish lot sizes, setbacks and parking requirements that are different than the base zone district. The proposed language within the general provisions at Article 4, Section 3.04, provides the general authority for the standards found in adopted overlay guidelines to supersede requirements of the base zone district. This provision is provided for each of the four groups of zone districts to allow specific district requirements to supersede general zoning requirements or base district requirements in the case of overlays.

STAFF RECOMMENDATION

Staff encourages a favorable recommendation by the Commission for these proposed amendments. The resulting organization of the zoning ordinance will create a logical place for new zone districts within Article 4 and a more comprehensive and easily understood format within Article 7.

With a recommendation of approval by the commission, these amendments will be heard at the August 12 City Council meeting for consideration on first reading.

City of Knoxville Zoning Ordinance Reorganization

Article 4 - Sections 1, 2 and 3

Article 4 Specific District Regulations

Section 1 Base Districts

1.0 General Provisions

1.01 Intent

Base zone districts are intended to regulate the uses of land, buildings and structures within specific geographic boundaries in accordance with approved city plans; to regulate the location, height, bulk, and size of buildings and other structures, lot coverage, yards and other open spaces, the density and intensity of buildings and structures; and to allow property owners the reasonable use of their property insofar as the use is not detrimental to adjacent properties or to the surrounding area.

1.02 Permitted Land Uses

Permitted uses within Base Districts are set forth for each specific district at Section 1.1 through 1.4 and summarized at Section 1.6

1.03 Dimensional Requirements

Dimensional requirements within Base Districts are set forth for each specific district at Section 1.1 through 1.4 and summarized at Section 1.5. Dimensional requirements may be subject to change in accordance with any applicable Overlay District guidelines in accordance with the procedures specified by the Overlay District.

1.04 Site Plan Review

All development in the R-1EN, C-6 and C-7 zone districts is subject to site plan review as set forth in Article 7, Section 1 (Organization).

1.05 Design Requirements

Design requirements applicable to site plan review in the R-1EN, C-6 and C-7 zone districts are set forth as follows:

- R-1EN Article 4, Section 1.1.5.F
- C-6 Article 4, Section 1.2.10.E-K
- C-7 Article 4, Section 1.2.11.D-I

1.06 Overlay Districts

In addition to the Base District standards, Overlay District provisions may apply (See Article 4, Section 3, Overlay Districts).

1.07 Conflicting Provisions

Wherever there appears to be a conflict between this Section (**Base Districts**) and other requirements of this code, the requirements specifically set forth in this Section shall prevail. For development standards not covered in this Section, additional requirements of this code may also apply.

1.08 Supplemental Regulations

Any use, whether such use is permitted as a primary use or as an accessory use, shall operate so as to comply with the supplemental regulations established at Article 5 of this code. Any use already established on the effective date of this code shall be permitted to be altered, enlarged, expanded, or modified in accordance with Article 6 of this code and TCA 13-7-208, providing that the addition conforms to the performance standards established for the district in which such use is located.

City of Knoxville Zoning Ordinance Reorganization

Article 4 - Sections 1, 2 and 3

1.1 Residential Districts

1.1.1 A-1 General Agricultural District

The A-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.1-1 through 4.1-4 will be inserted here.

1.1.2 R-1 Low Density Residential District

The R-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.2-1 through 4.2-5 will be inserted here.

1.1.3 R-1A Low Density Residential District

The R-1A specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.2a-1 through 4.2a-5 will be inserted here.

1.1.4 R-1E Low Density Exclusive Residential District

The R-1E specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.2b-1 through 4.2b-3 will be inserted here.

1.1.5 R-1EN Established Neighborhood District

The R-1EN specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.2c-1 through 4.2c-14 will be inserted here.

1.1.6 R-1HK Heart of Knoxville Residential District

This section reserved for future use.

1.1.7 R-2 General Residential District

The R-2 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.3-1 through 4.3-5 will be inserted here.

1.1.8 R-3 High Density Residential District

The R-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.4-1 through 5 will be inserted here.

1.1.9 R-4 Residential District

The R-4 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.4b.1 through 4.4b-4 will be inserted here.

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Article 4 - Sections 1, 2 and 3

1.2 Office/Commercial Districts

1.2.1 O-1 Office, Medical, and Related Services District

The O-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.5-1 through 4.5-4 will be inserted here.

1.2.2 O-2 Civic and Institutional District

The O-2 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.6-1 through 4.1-3 will be inserted here.

1.2.3 O-3 Office Park District

The O-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.6a-1 through 4.6a-3 will be inserted here.

1.2.4 O-4 Office and Residential District

This section reserved for future use.

1.2.5 C-1 Neighborhood Commercial District

The C-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.7-1 through 4.1-3 will be inserted here.

1.2.6 C-2 Central Business District

The C-2 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.8-1 through 4.1-5 will be inserted here.

1.2.7 C-3 General Commercial District

The C-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.9-1 through 4.9-6 will be inserted here.

1.2.8 C-4 Highway and Arterial Commercial District

The C-4 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.10-1 through 4.10-5 will be inserted here.

1.2.9 C-5 Tourist Commercial District

The C-5 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.11-1 through 4.11-2 will be inserted here.

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Article 4 - Sections 1, 2 and 3

1.2.10 C-6 General Commercial Park District

The C-6 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.11a-1 through 4.11a-7 will be inserted here.

1.2.11 C-7 Pedestrian Commercial District

The C-7 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.11b-1 through 4.11b-4 will be inserted here.

1.3 Industrial Districts

1.3.1 I-2 Restricted Manufacturing and Warehousing District

The I-2 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.16-1 through 4.16-5 will be inserted here.

1.3.2 I-3 General Industrial District

The I-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.17-1 through 4.17-5 will be inserted here.

1.3.3 I-4 Heavy Industrial District

The I-4 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.18-1 through 4.18-5 will be inserted here.

1.4 Other Districts

1.4.1 OS-1 Open Space Preservation District

The OS-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.1a-1 through 4.1a-3 will be inserted here.

1.4.2 F-1 Floodway District

The F-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.19-1 through 4.19-4 will be inserted here.

1.5 Summary of Base and Planned Development District Area Regulations

The table found at Article 3, Section 4 of the City of Knoxville Zoning Ordinance will be inserted here.

1.6 Summary of Base District Permitted Uses

This section reserved for future table.

City of Knoxville Zoning Ordinance Reorganization

Article 4 - Sections 1, 2 and 3

Section 2 Planned Development Districts

2.0 General Provisions

2.01 Intent

Planned Development Districts are intended as an alternative zoning process that allows for the development of land in a well-planned and coordinated manner, providing opportunities for more efficient utilization of land than would otherwise be permitted by the Base District provisions of this Article, and providing for public review. The Planned Development District may permit a greater mixing of land uses not easily accomplished by the application of conventional zoning district boundaries, or a framework for coordinating the development of land with the provision of an adequate roadway system or essential utilities and public services. In return, the Planned Development District provisions require a high standard for the protection and preservation of environmentally sensitive lands, well-planned living, working and shopping environments, and an assurance of adequate and timely provision of essential utilities and streets.

2.02 Permitted Land Uses

Permitted uses within Planned Development Districts are set forth for each specific district at Section 2.1 through 2.12.

2.03 Dimensional Requirements

Dimensional requirements within Planned Development Districts are set forth for each specific district at Section 2.1 through 2.12. In many districts, dimensional requirements may be established by the Planning Commission at the time of Development Plan approval in accordance with the procedures specified by the Planned Development District.

2.04 Development Plan Review

All development is subject to Development Plan review as set forth in Article 7, Section 1 (Organization).

2.05 Design Requirements

Design requirements within Planned Development Districts are set forth for each specific district at Section 2.1 through 2.12. Additional design requirements or conditions may be imposed by the Planning Commission at the time of Development Plan review and approval in accordance with the procedures specified for Planned Development Districts.

2.06 Conflicting Provisions

Wherever there appears to be a conflict between this Section (**Planned Development Districts**) and other requirements of this code, the requirements specifically set forth in this Section shall prevail. For development standards not covered in this Section, additional requirements of this code may also apply.

2.07 Supplemental Regulations

Any use, whether such use is permitted as a primary use or as an accessory use, shall operate so as to comply with the supplemental regulations established at Article 5 of this code. Any use already established on the effective date of this code shall be permitted to be altered, enlarged, expanded, or modified in accordance with Article 6 of this code and TCA 13-7-208, providing that the addition conforms to the performance standards established for the district in which such use is located.

City of Knoxville Zoning Ordinance Reorganization

Article 4 - Sections 1, 2 and 3

2.1 RP-1, RP-2, and RP-3 Planned Residential Districts

The RP-1, RP 2, and RP-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.4a-1 through 4.4a-7 will be inserted here.

2.2 SC-1 Neighborhood Shopping Center District

The SC-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.12-1 through 4.12-5 will be inserted here.

2.3 SC-2 and SC-3 Community and Regional Shopping Center Districts

The SC-2 and SC-3 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.13-1 through 4.13-2 will be inserted here.

2.4 PC-1 Retail and Office Park District

The PC-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.13a-1 through 4.13a-6 will be inserted here.

2.5 PC-2 Retail and Distribution Park District

The PC-2 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.13b-1 through 4.13b-6 will be inserted here.

2.9 I-1 Planned Industrial District

The I-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.15-1 through 4.15-4 will be inserted here.

2.10 BP-1 Business and Technology Park District

The BP-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.20-1 through 4.20-7 will be inserted here.

2.11 TND-1 Traditional Neighborhood Development District

The TND-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.23-1 through 4.23-14 will be inserted here.

2.12 TC-1 Town Center District

The TC-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.24-1 through 4.24-12 will be inserted here.

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Article 4 - Sections 1, 2 and 3

Section 3 Overlay Districts

3.0 General Provisions

3.01 Purpose and intent.

Overlay districts are established by this code as a means of addressing specific aspects of land use control or development design that transcend provisions of base zone districts. These districts are intended to provide flexibility of design and to avoid the need for variances, preserve and protect sensitive and established structures and neighborhoods, and promote cohesive and compatible development in existing areas of development through the use of design guidelines adopted for each district.

3.02 Applicability

An overlay district shall be depicted as a mapped geographic area applied to the official zoning map according to the amendment procedures of Article 7, Section 6. Overlay districts may be applied over any base zone district established by this code, and may encompass one or more of those districts. Unless expressly stated otherwise in this Section, all lands encumbered by an overlay district shall conform to all other applicable provisions of this code.

3.03 Administration

Before a building permit may be issued for private development, a certificate of appropriateness must be approved by the proper board, commission, or design review body in accordance with Article 7 of this code. Before commencing a public infrastructure project within any overlay district, city officials should seek a recommendation from the proper design review body.

3.04 Permitted Land Uses

The range of land uses permitted within an overlay district shall be those afforded by the underlying base district(s). The overlay design guidelines may provide alternative development standards for specific land uses as necessary to achieve the overall design intent of the district.

3.05 Design Guidelines

An ordinance creating an overlay district shall include a small area plan and/or associated design **guidelines for a specific area** of sufficient detail to demonstrate how the design goals and objectives will be accomplished.

3.06 Variation of Base District regulations and requirements

Variations to the regulations, requirements and standards of the underlying base district(s) as established in Article 4, Section 1 (Base Districts) and the Supplemental Regulations established in Article 5 may be incorporated within the specific standards of an overlay district if deemed necessary to achieve stated design objectives of the district.

3.07 Conflicting Provisions

Wherever there appears to be a conflict between this Section (**Overlay Districts**) and other requirements of this code, the requirements specifically set forth in this Section shall prevail. For development standards not covered in this Section, additional requirements of this code may also apply.

3.08 Supplemental Regulations

Any use, whether such use is permitted as a primary use or as an accessory use, shall operate so as to comply with the supplemental regulations established at Article 5 of this code. Any use already established on the effective date of this code shall be permitted to be altered, enlarged, expanded, or modified in accordance with

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Article 4 - Sections 1, 2 and 3

Article 6 of this code and TCA 13-7-208, providing that the addition conforms to the performance standards established for the district in which such use is located.

3.09 Development Incentives

To promote the inclusion of properties within an overlay district for the purpose of achieving specified design objectives, the enacting ordinance may establish development incentives.

3.1 H-1 Historic Overlay District

The H-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.14-1 through 4.14-6 will be inserted here.

3.2 NC-1 Neighborhood Conservation Overlay District

The NC-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.22-1 through 4.22-5 will be inserted here.

3.3 TO-1 Technology Park District

The TO-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.21-1 through 4.21-5 will be inserted here.

3.4 IH-1 Infill Housing Overlay District

The IH-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.25-1 through 4.25-4 will be inserted here.

3.5 D-1 Downtown Design Overlay District

The D-1 specific district regulations currently included in the City of Knoxville Zoning Ordinance at pages 4.26-1 through 4.26-5 will be inserted here.

City of Knoxville Zoning Ordinance Reorganization

Article 4 - Section 4

Article 4 Specific District Regulations

Section 4 Form Districts

4.0 General Provisions

4.0.1 Intent

- A. The Form Districts are designed to foster a series of mixed-use districts within significant areas of the City (the boundaries of each specific form district can be found in Section 4.1, Specific Form Districts) upon completion of a small area or corridor plan. These districts are intended to promote traditional urban form and a mix of uses. These districts are intended to allow for retail shops, restaurants, and other commercial uses at the street level, with wide sidewalks and canopy shade trees, overlooked by upper story residences and offices.
- B. Redevelopment within the Form Districts shall be regulated as set forth below in order to achieve the vision set forth in each approved plan. This Article provides the specific means to guide implementation of the citizen-endorsed vision for the development and redevelopment of all properties in the Form Districts.

4.0.2 Guiding Principles

- A. Buildings are aligned and form the space of the street and associated public places.
- B. The street is a coherent space, with consistent building forms or civic spaces on both sides. This arrangement of buildings facing across the street-space contributes to a clear public space and street-space identity.
- C. Buildings oversee the street-space with active fronts. This overview of the street-space contributes to important and safe public space.
- D. Property lines are physically defined by buildings, walls, or fences. Land should be clearly public or private - in public view and under surveillance or private and protected.
- E. Buildings are designed for towns and cities. Rather than being simply pushed closer together, as in many suburban developments, buildings must be designed for the urban situation within towns and cities. Views are directed to the street-space and interior gardens/court-yards, not into neighboring lots.
- F. Vehicle storage/parking, (not including on-street parking), garbage and mechanical equipment are kept away from the street-space.

4.0.3 Conflicting Provisions

Wherever there appears to be a conflict between this Section (**Form Districts**) and other requirements of this code, the requirements specifically set forth in this Section shall prevail. For development standards not covered in this Section, additional requirements of this code may also apply.

4.0.4 Components of this Section

This Section is comprised of Form District Regulating Plans and Building Envelope Standards, Architectural Standards, Street Specifications, Streetscape Standards and Parking Requirements as described below.

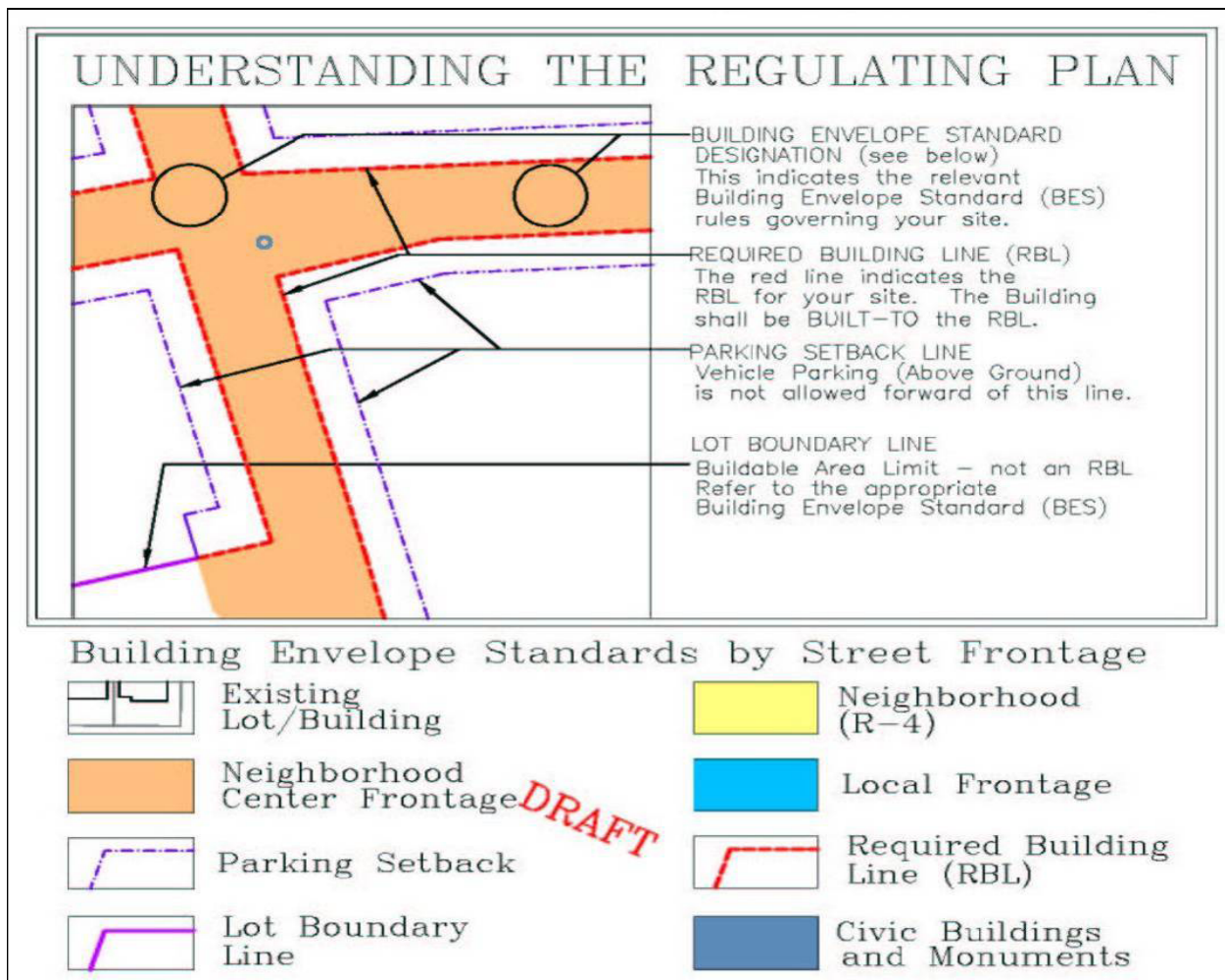
- A. Regulating Plans
 - 1. A regulating plan provides standards for the disposition of each property or lot and illustrates how each relates to the adjacent properties and street-space. The regulating plan is the coding key for the Form District that provides specific information on permitted development for each property.
 - 2. The regulating plan identifies the building envelope standards for all building sites within each Form District. The regulating plan also shows how each lot relates to public spaces (street-space, civic greens, pedestrian pathways, etc.) and the surrounding neighborhood. There may be additional regulations for

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Article 4 - Section 4

lots in special locations as identified on the specific regulating plan. The key below explains the elements of the regulating plan and serves as a reference when examining the regulating plan.

3. Full-scale regulating plans are available for review at the Metropolitan Planning Commission or available online at www.knoxmpc.org.



Illustrated Regulating Plan - Properties are coded by their street frontage

- B. Specific District Requirements
 1. The specific district requirements establish basic parameters governing building form, including the envelope for building placement (height and site requirements) and certain required or permitted building elements, such as shop fronts, doors, windows, balconies, and street walls. The specific district requirements establish both the boundaries within which things may be done and specific things that must be done. The applicable building standard for a lot or parcel is determined by its street frontage, as designated on the regulating plan. The specific district regulations also include broad parameters for use.
 2. The intent of these specific district requirements is to shape important public space throughout each Form District through placement and envelope controls on buildings that frame the street-space. The standards aim for the minimum level of control necessary to meet that goal.

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Article 4 - Section 4

C. Architectural Standards

The goal of the architectural standards is to promote a coherent and pleasing architectural character that is complementary to the best local and regional traditions. The standards govern a building's architectural elements regardless of its building envelope standard and set the parameters for allowable materials, configurations, and construction techniques. Equivalent or better products than those specified are always encouraged and may be submitted for approval to the Administrative Review Committee.

D. Street Specifications

The street-type specifications illustrate typical configurations for streets within the Form Districts. Specifications address vehicular traffic lane widths, curb radii, sidewalk and tree planting area dimensions, pedestrian crossing distances, and on-street parking configurations.

E. Streetscape Standards

The streetscape standards are intended to ensure coherent street-space and to assist builders and owners with understanding the relationship between the public space of the form district and their own building. These standards set the parameters for the placement of street trees and other amenities or appurtenances (e.g., benches, signs, street lights, etc.) on or near each building site and are coordinated with the street specifications.

F. Parking Requirements

The goals of the parking requirements are to:

1. Promote a "park once" environment that will enable people to conveniently park and access a variety of commercial and civic enterprises in pedestrian friendly environments by encouraging shared parking.
2. Reduce fragmented, uncoordinated, inefficient, single-purpose reserved parking.
3. Avoid adverse parking impacts on neighborhoods adjacent to the form districts.
4. Maximize on-street parking.
5. Increase visibility and accessibility of publicly available parking.
6. Provide flexibility for redevelopment of small sites.
7. Promote early prototype projects using flexible and creative incentives.
8. Incorporate convenient bicycle parking.

4.0.5 How to Use This Section

In order to understand what this Section allows on property within each district in question, there are four basic steps. This information explains where the building will sit on the site, the parameters for its three dimensional form, the range of allowable uses, and the palette of materials that will cover it.

- A. Look at the regulating plan (available at MPC offices or on its website). Find the property. Note the required building line and parking setback line. Note the color of the fronting street-space – this determines the building envelope standards for buildings fronting that street (shown within the Specific District regulations found at Section 4.1).
- B. Look at the appropriate specific district requirements pages. These pages will tell you the regulations for building on this site in terms of Height, Building Site, Building Elements, and Use.
- C. Look at the architectural standards section to understand the parameters for the external building materials and architectural configurations.
- D. Additional information regarding the street-space is located in the street type specifications and the streetscape standards. These will show the prescriptions for the character of the street-space including vehicular traffic lane widths, curb radii, sidewalk and tree planting area dimensions, and on-street parking configurations.

4.0.6 General Rules for New Lots, Blocks and Alleys

- A. All lots shall share a frontage line with a street-space according to the specific regulating plan.

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Article 4 - Section 4

- B. All lots and/or all contiguous lots shall be considered to be part of a block for this purpose. No block face shall have a length greater than 400 feet without an alley, common drive or access easement, or pedestrian pathway providing through-access to another street, alley, common access easement, or street-space. Individual lots with less than 99 feet of frontage are exempt from the requirement to interrupt the block face; those with over 250 feet of frontage shall meet the requirement within their lot, unless already satisfied within that block face.
- C. Curb cuts shall be limited to no more than one per 200 feet of street frontage, except where otherwise designated on the regulating plan.
- D. Where designated on the regulating plan:
 - 1. Alleys shall provide access to the rear of all lots. Alley construction is required as part of the redevelopment project within the rear setback, unless an alley already exists. Alleys shall be constructed to meet the City construction standards in order to be suitable for emergency and service vehicle access.
 - 2. Where an alley does not exist and is not constructed at the time of redevelopment of any property, the applicant is required to dedicate the alley right of way within the rear setback to the City, build the alley, and maintain the area within the rear setback by, at a minimum:
 - a) Providing landscaped ground cover and providing routine maintenance to the area.
 - b) Keeping the area clear of debris, stored materials, and vehicles.

4.0.7 General Rules for New Buildings

- A. The maximum building floor-plate (footprint) is specified in each district; beyond that limit approval by alternative compliance is necessary.
- B. For each block face, buildings along the required building line shall present a complete and discrete vertical façade composition (i.e., a new façade design) at an average street frontage length in accordance with specific district regulations. Each façade composition shall include a functioning, primary street-space entry. This requirement may be satisfied through the use of liner shops for large floor-plate buildings. For individual infill projects on lots with frontage of less than 100 feet, only a single façade composition is required.
- C. When the building envelope standards change along a street frontage, the property owner has the option of applying either building envelope standards for a maximum additional distance of 75 feet in either direction along that frontage.

4.0.8 Administration

4.0.8.1 Summary of Review Authority

	Zoning Administrator	Administrative Review Committee	MPC	Appeal Body	Reference
Zoning Clearance Review	D			<BZA>	Article 7, Section B.1.d
Development Plan Review	D	R		<BZA>	Article 7, Section B.1.i, Section B.3.a
Alternative Compliance Review	R	R	<D>	<CC>	Article 7, Section B.2.c
Written Interpretations	D			<BZA>	Article 7, Section B.1.j

R = Recommendation
CC = City Council

D = Decision
MPC = Metropolitan Planning Commission

< > = Public Hearing
BZA = Board of Zoning Appeals

4.0.8.2 General Review Procedures

07/02/08

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Article 4 - Section 4

- A. Pre-application Conference
1. Prior to completion of project design and formal submittal of required application, the appropriate district zoning administrator shall schedule a pre-application conference with the applicant to discuss the procedures, standards and regulations.
 2. A request by a potential applicant shall be accompanied by preliminary project plans and designs and the required filing fee.
 3. The appropriate zoning administrator shall inform the applicant of requirements as they apply to the proposed project, provide a preliminary list of issues that will likely be of concern during formal application review, suggest possible modifications to the project and identify any technical studies that may be necessary for the review process when a formal application is submitted. Any discussions held shall not be binding for either the applicant or the City.
- B. Application Requirements
1. Forms. Applications required under these district regulations shall be submitted to the zoning administrator on forms and in such numbers as required by the MPC.
 2. Completeness Review
 - a. All applications shall be sufficient for processing before the administrator is required to review the application. Within 10 working days of the receipt of the application, the administrator shall notify the applicant in writing whether or not the application is complete or whether additional information is required.
 - b. An application shall be sufficient for processing when it contains all of the information necessary to decide whether or not the development as proposed will comply with all of the requirements of this section.
 - c. The presumption shall be that all of the information required in the applications forms is necessary to satisfy the requirements of these district regulations. However, it is recognized that each application is unique, and therefore more or less information may be required according to the needs of the particular case. The applicant may rely on the recommendations of the administrator as to whether more or less information should be submitted.
 - d. Upon receipt of a complete application, the administrator shall review the application and may confer with the applicant to ensure an understanding of the applicable requirements of the specific district regulations; that the applicant has submitted all of the information they intend to submit; and that the application represents precisely and completely what the applicant proposes to do.
 3. Concurrent Applications
 - a. Applications may be filed and reviewed concurrently, at the option of the applicant. Any application that also requires a variance shall not be eligible for final approval until the variance has been granted.
 - b. Applications submitted concurrently are subject to approval of all other related applications; denial or disapproval of any concurrently submitted application shall stop consideration of any related applications until the denied or disapproved application is resolved.

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4.1 Specific Form Districts

4.1.1 SW1 – SW7 South Waterfront Districts

The regulations contained in the *Knoxville South Waterfront Form Based Development Code* adopted February 27, 2007, and effective as of March 16, 2007, are incorporated by reference. A copy of the *Knoxville South Waterfront Form Based Development Code* document may be purchased from the Metropolitan Planning Commission at its office at 403 City County Building, 400 Main Street, Knoxville, TN.

4.1.2 Cumberland Avenue District

This section reserved for future use.

4.1.3 North Central Avenue District

This section reserved for future use.

Proposed

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4.2 Architectural Standards

4.2.1 General Principles and Intent

These Architectural Standards serve to establish a coherent character for the Form Districts and encourage a high caliber, lasting quality of development. Proposed development plans must be reviewed by the Administrative Review Committee (ARC) to verify that they meet these Architectural Standards, as well as the building envelope and other standards established by 4.1 (Specific Form Districts) of this code.

- A. Refer to Article 7, Section 1, for ARC information.
- B. The following *Principles* and *Standards* shall be applied to all development projects within the Form Districts. A statement of Principle precedes each set of Standards, defining the general intent and goals to be achieved.
- C. The Standards that follow each Principle define more specific requirements for compliance. The standards are intended to provide some flexibility to the applicant, providing the project meets the general intent of the principle.
- D. Definitions in this section apply to 4.2, Architectural Standards only.
- E. Statements that have language such as "shall" or "shall not" are mandatory.
- F. Statements that have language such as "preferred" mean that the applicant must comply unless he/she can prove that it is impractical for his/her project, before the ARC, based on the following criteria:
 - 1. The physical conditions of the property (e.g. Steep slopes, flood plain, drainage, or small/irregular lot shape) or the existing building features make compliance physically impossible; or
 - 2. The applicant presents an alternative means of compliance that, in the judgment of the Metropolitan Planning Commission, in accordance with approval procedures described below, meets the applicable principles and complies with the stated goals and standards of the Form District.
- G. Guidelines statements that have language such as "encouraged" or "discouraged" mean that compliance is not mandatory, but recommended.
- H. **Where Clearly Visible from the Street-space.** These architectural standards apply only in conditions where clearly visible from the street-space. For these purposes the definition of street-space includes parks, civic squares, and civic greens. These standards therefore concentrate on the public space/views from the public space and minimize interference in the private realm. For example, an architectural element that is visible only through an opening in a street wall is not clearly visible from the street space.

4.2.2 Roofs & Parapets

A. Principle

Roofs shall reflect the Form District's patterns of the surrounding context and provide visual interest to the tops of the buildings, but shall not overwhelm the scale of the street façade.

B. Standards

- 1. Acceptable roof styles are flat, hipped, and front-gabled, although flat roofs are encouraged for commercial buildings.
- 2. Shed roofs (i.e. roofs with a single pitch visible from the street space) shall not be used.
- 3. Flat roofs shall incorporate a parapet and/or cornice line that clearly identifies the top of a building.
- 4. The roof line should be similar in pitch and type to nearby buildings on the same street, unless those buildings have roof types that are disallowed by this code.
- 5. Occupied roofs, such as roof gardens and terraces are acceptable.
- 6. Mechanical equipment located on roof tops shall be screened per 4.2.7.B.

4.2.3 Facades

A. Principle

Building facades shall reflect the Form District's patterns of the surrounding context and provide interest for the pedestrian. Required street walls are also subject to these standards.

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B. Standards

1. Cornice lines, stringcourses, and other architectural elements shall create a recognizable base, middle, and top to buildings.
2. Horizontal elements of all street-facing facades shall generally be aligned with, or related to, the horizontal elements of adjoining buildings.
3. Long, uninterrupted horizontal stretches of street-facing facades shall be avoided. Building bays, storefronts, entrances, columns and other vertical elements shall be used in approximately twenty (20) to forty (40) foot increments to articulate the building façade.
4. Storefronts shall include elements such as display windows, transoms, awnings, and recessed entrances.
5. Recessed or projected brick or masonry courses may be used to emphasize horizontal details of the façade and avoid a flat appearance of the wall.

4.2.4 Doors and Windows

A. Principle

Doors, windows and other façade openings and bays shall reinforce and maintain the Form District's patterns of the surrounding context, and provide interest for the pedestrian.

B. Standards

1. Window frames (including glass block) shall be recessed at least 2 inches from the exterior face of the building (to avoid a flat appearance to the plane of the wall).
2. Stone or similar materials for window heads (lintels), and sills consisting of accent masonry, precast concrete, soldier, or rowlock brick courses are preferred.
3. A vertical or square orientation for upper story windows is preferred.
4. Refer to the applicable Form District's Building Envelope Standards for required fenestration (window and door) configurations and quantities.
5. Heavily tinted or mirrored windows shall not be used on the ground floor.
6. Recessed Doorways are encouraged. Doorways should not be recessed more than five (5) feet from the front façade unless a courtyard, café, window display, or other animated space is provided between the doorway and the sidewalk. If the doors are recessed more than three (3) feet, then angled walls to promote the door's visibility are preferred.
7. All openings, especially windows, shall have a size, spacing, and configuration that is similar to adjoining buildings, provided those buildings meet the standards stated above.
8. Windows divided into multiple panes of glass are encouraged.

4.2.5 Older Existing Buildings & Additions

A. Principle

If at all reasonable, buildings within these form districts that were built prior to 1950 shall be encouraged for retention and/or preservation.

B. Standards

1. New additions or alterations shall be compatible with the massing, size, scale, rooflines, materials, and architectural features of the original building.
2. Alterations shall not cover, infill, remove or damage significant, original architectural elements of existing buildings that are visible from the street. Such elements include decorative cornices, windows, doors, trim around openings, railings, storefronts and any historically significant decorative features. Original architectural elements which are in too poor of condition to repair or re-use are preferred to be closely replicated with new elements.
3. New additions shall be placed to the side or rear of existing buildings whenever possible.
4. All building additions shall generally align windows, doors, cornices and other architectural elements with those of the existing building on the primary street frontage.

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4.2.6 Exterior Building Materials

A. Principle

Exterior materials shall be durable, of high quality and reflect a sense of permanence and urban character.

B. Standards

1. Buildings shall use materials that are compatible with, or similar to, nearby buildings on the same street, unless those buildings use materials which are disallowed by this code.
2. Materials used at the base of the building are to be stone, brick, ground faced/burnished concrete masonry, precast concrete or high quality synthetic stone. EIFS materials are not to be used on the base portion of buildings. Utility materials such as split face or standard concrete block are only allowed on rear, interior lot lines and alley frontages.
3. Lap siding of metal, aluminum, vinyl or wood shall not be used. Metal panels (as distinct from lap siding) with concealed fastening systems may be used as accent materials.

4.2.7 Lighting and Mechanical Equipment

A. Lighting

1. Intent

Building and site lighting should be designed in such a way as to eliminate light trespass and minimize light pollution. The best lighting schemes will generally lower lighting levels, maximize uniformity and eliminate glare. Lighting for pedestrians is an important consideration and should be designed to maximize visibility and comfort. These considerations can decrease first costs, have marked value in life-cycle costs and create a more attractive and comfortable nighttime environment. The Illuminating Engineering Society of North American (IESNA) Recommended Practice Manual: Lighting for Exterior Environments (IESMA RP-33-99) is a valuable resource for guidance on best lighting practices. The intent of the outdoor lighting standards is to:

- a. Provide adequate light for safety and security;
- b. Promote efficient and cost effective lighting and to conserve energy;
- c. Reduce light pollution, light trespass, glare, and offensive light sources;
- d. Reduce sky-glow to increase night sky access;
- e. Reduce development impact on nocturnal environments;
- f. Prevent inappropriate, poorly designed or installed outdoor lighting; and to
- g. Encourage quality lighting design and light fixture shielding, establish maximum uniformity ratios and establish maximum light levels within and on property lines.

2. Principle

Materials and equipment chosen for lighting fixtures should be durable and weather well. Appropriate lighting is desirable for nighttime visibility, crime deterrence, and decoration. However, lighting that is too bright or intense creates glare, hinders night vision, and creates light pollution.

3. Standards:

- a. Illuminance. Meet and maintain the recommended illuminance range and uniformity for each use and/or structure specified in the latest issue of the IESNA publications shall be maintained. These uses include, but are not limited to, car dealerships, service stations, building and monuments, intersections, outdoor merchandising, parking facilities, pedestrian ways, walkways/bikeways, roadways, and security locations.
- b. Street Lights. The pole light or luminaire as specified by the city and KUB shall be used in the Form Districts. Refer to 4.8.3.C for street light spacing and locations.
- c. Exterior Building Light Locations. At the front of the building, exterior lights shall be mounted on the building between seven (7) feet and fourteen (14) feet above the adjacent grade.
- d. Alley Lighting. All lots with alleys shall have lighting fixtures within five (5) feet of the alley right-of-way. This fixture shall illuminate the alley, shall be between nine (9) and sixteen (16) feet in height, and shall not cause glare in adjacent lots.

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- e. Light Colors. Lighting elements shall be specified to exclude those that cast a clearly/perceptively unnatural spectrum of light (such as low pressure sodium). Metal halide or halogen light sources are preferred. No fluorescent lights (excepting compact fluorescent bulbs that screw into standard sockets) may be used on the exterior of buildings. These standards shall be adjusted by the city as technologies advance and produce additional acceptable elements.
- f. Site Lighting. Site lighting may be used to illuminate alleys, parking garages and working (maintenance) areas and shall be full cut-off and not exceed ½ foot-candles of illumination at any property line. Any light fixtures which are required for alley illumination by Section 4.6.9.A.2.d shall not exceed ½ foot-candles at the alley right-of-way line opposite the subject property. Lighting shall maintain an average-to-minimum uniformity ratio of 5:1. Floodlighting shall not be used to illuminate building walls from sidewalk level (i.e. no horizontally projected up lighting as opposed to vertical “wall washing”).
- g. Light Trespass. Site lighting shall be of a design and height; and shall be located so as to illuminate only the lot.
- h. Lighting of Parking Facilities. Lighting for parking garages shall satisfy Crime Prevention Through Environmental Design (CPTED) standards.
- i. Light Controls. Automated external lighting controls shall be used and maintained to minimize light pollution and energy consumption. Such controls include but are not limited to, time clocks and/or dimmers, motion and/or light sensors, and phased switching of multiple circuits.
- j. Prohibitions. The following types of outdoor lighting fixtures are prohibited;
 - 1. Blinking, flashing, moving, revolving, flickering, changing intensity or color, and chase lighting, except for temporary seasonal displays or for public safety.
 - 2. Any light fixture that may be confused or construed as a traffic control device.
- k. Exceptions. The standards of this Section shall not apply to the following types of exterior lighting:
 - 1. Landmark signs: illumination of cultural significant signs designated by the community as a landmark.
 - 2. Ornamental lighting: low voltage (12 volts or less), low wattage ornamental landscape lighting fixtures, and solar operated light fixtures having self-contained rechargeable batteries, where any single light fixture does not exceed 100 lumens.
 - 3. Strings of lights: Strings of lights, not exceeding a maximum of 50 lumens per lamp (equivalent to a seven watt C7 incandescent light bulb) on properties that are used exclusively for residential uses.
 - 4. River navigation lighting: Lighting used exclusively for river navigation and safety purposes.
 - 5. Right-of-Way lighting: Public lighting that is located within the public right-of-way.
 - 6. Seasonal Lighting Displays: Lighting displays that are temporary and seasonal in nature.
 - 7. Temporary Events: Temporary outdoor activities that include, without limitation, fairs, carnivals, sporting events, concerts, and promotional activities that require temporary outdoor lighting.
- B. Mechanical Equipment
 - 1. Principle: Mechanical equipment shall be screened from view from the street-space.
 - 2. Standards:

The following shall be placed behind and away from any required building line, not be stored or located within any street-space:

 - a. Air compressors , mechanical, pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans/dumpsters, storage tanks, and similar equipment shall not be stored or located within any area considered street-space in this code.
 - b. Roof mounted equipment shall be placed behind and away from any required building line and be screened from view from the street-space.

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4.3 Street Specifications

4.3.1 Intent

The streets within the Form Districts are intended to balance the needs of all types of traffic – auto, bicycle, transit, and pedestrian – to maximize mobility and convenience for all the citizens and users of the respective districts. While all streets will appropriately balance the needs of all users, their character will vary by specific location. Some streets will carry a large volume of both automobile and pedestrian traffic and provide a more intense urban experience while others will provide more intimately scaled street-space.

4.3.2 Street-Type Specifications

The street-type specifications illustrate typical configurations for street-spaces with the Form Districts. The City will configure and adjust these as necessary for specific conditions. The specifications address vehicular travel lane widths, curb radii, sidewalks, tree planting area, and on-street parking configurations. They also provide comparative pedestrian crossing distances as a relative gauge of pedestrian comfort.

4.3.3 South Waterfront District Street Specifications

The regulations contained in the *Knoxville South Waterfront Form Based Development Code* adopted February 27, 2007, and effective as of March 16, 2007, are incorporated by reference. A copy of the *Knoxville South Waterfront Form Based Development Code* document may be purchased from the Metropolitan Planning Commission at its office at 403 City County Building, 400 Main Street, Knoxville, TN.

4.3.4 Cumberland Avenue District Street Specifications

This section reserved for future Use

4.3.5 North Central Avenue District Street Specifications

This section reserved for future Use

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4.4 Streetscape Standards

4.4.1 Intent

Streetscapes are the areas between buildings that are occupied by the public street right-of-way and related street, sidewalk, and landscaping improvements. Streetscapes are among the most important urban design features because their appearance, character and the impressions they evoke create the public image of the District. That image is significant to how residents and visitors think and feel about the District and the City of Knoxville. The following standards apply to the design and construction of public rights-of-way and right-of-way improvements in conjunction with proposed subdivisions, individual lot development where proposed projects are required to provide right-of-way dedications, or improvements designed and constructed by the City of Knoxville.

The streetscape standards ensure the coherence of the street-space. They also serve to assist building owners and operators with understanding between the street-space and their own lots. This code requires that sites will be developed with buildings placed at the required building lines along the outer edge of the lots they occupy. These standards also establish an environment that encourages and facilitates pedestrian activity. Native trees and plants contribute to privacy, reduction of noise and air pollution, maintenance of the natural habitat, and conservation of water. Location and provision of some or all streetscape elements are subject to detailed design and may be modified to fit specific conditions.

4.4.2 General Principles

A. Streetscape

1. Building facades are part of the public realm and therefore are subject to more regulation than the rest of the property.
2. Street trees are part of an overall streetscape plan designed to provide both form (canopy) and comfort (shade) to the street-space. Street trees give special character and coherence to each street-space. The desired aesthetic shall be achieved through the use of native or proven hardy adapted species.

B. Fronts and Rears

1. Building facades are the public "face" of every building. Owners are encouraged to place planters and window boxes with flowering plants and/or climbing vines within 12 inches of the building façade.
2. The private, interior portions of the lots (toward the alley or rear lot line) allow commercial operators to utilize these spaces as efficient working environments unseen by the public and allow residents to have private and semi-private (for apartment and condominiums buildings) gardens and courtyards.

4.4.3 Standards

A. General Provisions

1. All plant material (including trees) shall conform to the standards of the American Association of Nurserymen and shall have passed any inspections required under State regulations.
2. Mechanical and electrical equipment, including, but not limited to, air compressors, pumps, exterior water heaters, water softeners, private garbage cans (not including public sidewalk waste bins), and storage tanks may not be stored or located within any street-space. Water pumps not visible are excluded from this prohibition.
3. All streetscape shall be maintained by the adjacent property owner, Property Owners Association, or Business Owners Association. A hose bib shall be required within 50 feet of the fronting street space.
4. Street lighting and bicycle racks shall be placed along the street tree alignment line.

B. Street Trees

At the time of development, the applicant is responsible for installing/planting the following street trees in the space fronting their property between the required building line and the travel lane:

1. Each street-space shall have street trees planted along the street tree alignment line (generally three feet, six inches from the back of the curb) at an average spacing not greater than 30 feet on center

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(measured per block face). Required tree planting area widths are specified in the Street Type Specifications or on the regulating plan. Where necessary, spacing allowances may be made to accommodate curb cuts, fire hydrants and other infrastructure elements, however, at no location shall spacing exceed 45 feet on center.

2. Street tree planter areas (tree pits and tree lawns) shall be located at grade or with their soil surface elevated or depressed not more than 12 inches above the adjacent sidewalk or top of curb. The open soil surface area shall be not less than 80 square feet per isolated planting area or 50 square feet per tree for connected soil (tree soil strip) configurations. Any planter area's minimum soil surface dimension shall be not less than 6 feet. Raised planter boxes shall not be used.
3. At planting, street trees shall be at least 3 inches in diameter (four feet above grade) and at least 10 feet in overall height. Species shall be selected from the Form District Street Tree List. Consult the Building Official for the designated tree species for a particular street-space.
4. Any unpaved ground area shall be planted with groundcover, flowering vegetation, or climbing vines.
5. Street trees shall be "limbed up" as they gain appropriate maturity so as to not interfere with pedestrian or truck travel (minimum 7 feet clear over the sidewalk and 14 feet over the travel lanes of the street).

C. Street Lighting

1. At the time of development, the applicant is responsible for installing street lighting in the space fronting their property between the required building line and the travel lane, as prescribed in the appropriate street-type specification.
2. Lighting standards for street-spaces and alleys should be developed to meet the minimum standards of the Illumination Engineering Society (with the design criteria giving equal weight to the lighting of the pedestrian areas and the automobile areas).

D. Rears

At least one tree per 600 square feet of the required open (unpaved) area shall be planted in the rear lot area not closer than five feet to any common lot line. Such trees shall be at least two inches in diameter (four feet above grade) and ten feet in overall height at installation. Species shall be selected from the Form District Tree List. Projects that are reusing existing structures on sites that have no ground level open area are exempt from this requirement.

E. Sidewalks

1. At the time of development, the developer is required to install sidewalks.
2. Sidewalks not otherwise designated in the regulating plan or street type specifications are a minimum of six feet wide and shall be constructed to meet all City specifications.
3. Turf and Groundcover (where clearly visible from the street-space or alley)
 - a. All turf grass must be solidly sodded at installation – not seeded, sprigged or plugged.
 - b. Vegetative groundcovers may be used in place of turf grass.
 - c. In addition to the lot, the owner must maintain the following areas:
 - i) The portion of the street-space between their lot line(s) and the back of the curb.
 - ii) The portion of the alley between the lot line(s) and the edge of pavement.

F. On-Street Parking

1. The parking space/tree planting pattern may be interrupted by existing or new driveways (as designated in the regulating plan), streets, alleys, and transit stops/stations.
2. Parking spaces shall be constructed in a manner that allows proper drainage.

G. Rules for Parking Lot Plantings

1. Surface parking lots must have at least one canopy shade tree (from the Form District Tree List) for every six spaces planted in an "orchard" pattern.
2. Surface parking lots shall be subdivided into smaller areas through the use of landscaping and other visual elements. Landscaping shall be hardy and able to withstand common pollutants.

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3. Convenient bicycle parking shall be incorporated into parking lots. The "U" rack is recommended as a standard rack. A bicycle rack may be allowed along the street tree alignment line within the street-space with prior approval by the City of Knoxville.
- H. Civic Greens and Squares
 1. The term civic green is generally used to describe a formally configured, small public lawn or park that is primarily unpaved. The term square is generally used to describe spaces that have more paved surface area.
 2. Civic greens and squares shall be designed, planted and maintained according to the following requirements:
 - Civic greens and squares shall have at least 60% of their perimeter fronting rights-of-way and both spaces should be surrounded by street trees.
 - Their dimensions shall be no narrower than a 1:5 ratio and no square or civic green with or breadth dimension shall be less than 20 feet.
 3. Squares are generally intended to be active pedestrian centers. They should be designed appropriate to their high (pedestrian) traffic level with a higher percentage of paved surface area. Civic greens are spaces intended for less intensive foot traffic. Pervious paving materials (to allow oxygen for tree roots and reduce storm water runoff) are encouraged in both squares and civic greens, and the percentage of impervious paving should be limited. The trees of squares and civic greens provide a landscape and civic architecture that complement the surrounding building architecture. A clear view through the public spaces (from two to seven feet in height) is required and is important for safety and urban design purposes.
 4. Situated at prominent locations within the Form Districts and often dedicated to important events or citizens, civic greens and squares shall not include active recreation structures such as ball fields or sports courts.
- I. Mid-block Pedestrian Pathways

The easement with for these pathways shall not be less than 20 feet with a paved walkway not less than 10 feet wide, except where otherwise specified on the regulating plan, and shall provide an unobstructed view straight through their entire length.

4.4.4 Materials and Configurations

- A. General
 1. Street trees shall be planted along the street tree alignment line at an average spacing not greater than 30 feet on center (per block face). These required trees shall be selected from the Form District Street Tree List.
 2. The ground surface elevation shall be between zero and 18 inches above the top of the adjacent curb.
 3. Except for tree trunks, street lights, civic buildings, public art or monuments, these shall be a clear view between two and seven feet above grade. The foliage of newly planted trees may intrude into this area until the tree has sufficient growth to allow such a clear trunk height.
 4. Trees within the square or civic green shall be selected from the Form District Tree List.
 5. Asphalt is prohibited within the square or civic green, but may be incorporated in the (surrounding) travel or parking lane design.
- B. Squares

Surface treatment and materials (within the site area back-of-curb excluding any civic building, public art or monument footprint):

 - Minimum 20% and maximum 30% unpaved pervious surface (turf, groundcover, gravel, soil or mulch).
- C. Civic Greens

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Surface treatment and materials (within the site area back-of-curb excluding any civic building, public are or monument footprint):

- Minimum 50% unpaved pervious surface (turf, groundcover, gravel, soil or mulch).

4.4.5 Form District Tree Lists

The following list contains all species approved for use in the Form Districts. It contains native and acceptable adapted species. Other species may be used for planting within a lot. Invasive exotic species shall not be used anywhere on lots or other areas within the Form Districts, The use of alternate species may be permitted, but only if approved by the appropriate Form District zoning administrator.

A. Street Tree List	B. District Tree List In addition to the Street Tree List, these species may be placed within squares, civic greens and parks.
Green Ash	European Hornbeam
American Basswood (Linden)	Virginia Pine
White Basswood (Linden)	Winged Elm
American Elm	
Red Maple	
Sugar Maple	
Chestnut Oak	
English Oak	
Laurel Oak	
Northern Red Oak	
Sawtooth Oak	
Scarlet Oak	
Shumard Oak	
Southern Red Oak	
White Oak	
Willow Oak	
Tulip Poplar	

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4.5 Sign Standards

4.5.1 Principle

Signs along commercial frontages shall be clear, informative to the public and shall weather well. Signs are desirable for advertising form district shops and offices, and as decoration. Signs shall be scaled to the nature of the district: mixed-use, pedestrian-oriented, with slow-moving automobile traffic. Signs that are glaring or too large create distraction, intrude into and lessen the district experience, and create visual clutter. Signs shall align with or be framed by the building's major architectural elements such as doors, windows, moldings, pilasters, arches, roof eaves, and/or cornice lines.

4.5.2 Design, Construction and Maintenance

All signs shall be designed, constructed and maintained in accordance with the following standards:

- A. Except for permitted flags, temporary signs, and window signs conforming in all respects with the requirements of this ordinance, all signs shall be constructed of permanent materials and shall be permanently attached to the ground, a building, or another structure by direct attachment to a rigid wall, frame, or structure.
- B. All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this code, at all times.
- C. All signs, awnings and overhangs shall be kept and maintained in a safe, neat and orderly condition and appearance, and shall be repainted or otherwise maintained periodically by the owner to prevent corrosion or deterioration caused by weather, age or any other conditions, and to keep the same in a safe, neat and orderly condition and appearance.
- D. Signs shall not obstruct visibility from a driveway to an abutting street or vice versa.

4.5.3 Illumination of Signs

- A. External Illumination Standards. For externally illuminated signs, the light source shall be shielded so as to prevent glare and overspill. The source of light shall be located and directed in such a manner that the light is not directly visible from any public street or private residence.
- B. Internal Illumination Standards. Internally illuminated signs shall be designed with individually illuminated letters, an opaque background, or the background of the sign face having a darker color than the content or message of the sign.
- C. Brightness Limitations – All Illumination Methods. In no case shall the lighting intensity of any sign, whether resulting from internal illumination or external illumination exceed seventy-five (75) foot candles when measured with a standard light meter perpendicular to the face of the sign at a distance equal to the narrowest dimension of the sign.

4.5.4 Prohibited and Exempt Signs

- A. Prohibited Signs
 1. Signs which move, or give the appearance of moving with the exception of those signs exempted in Section 4.5.4.B. This category includes pennants, streamers, string pennants, "garrison" size flags (other than the official national flag of the United States of America) and all other signs which flutter, undulate, swing, rotate, oscillate or otherwise move by natural or artificial means.
 2. Signs containing any flashing or running lights creating an illusion of movement. No flashing, scrolling, traveling, animated, or intermittent lighting shall be on the exterior of any building whether such lighting is of temporary or long-term duration.
 3. Signs which imitate official traffic signs. Signs which use the words "stop," "look," "danger," "go slow," "caution," or "warning," are deemed to be within this category except where such words are part of the name of the business. This category does not include signs which are accessory to parking lots, driveways or roads.
 4. Signs placed on a parked vehicle or trailer where the apparent purpose is to advertise a product or direct people to a business or business located on the same or nearby property.

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5. Changeable Letter Reader Board Signs.
 6. Electronic Message Center Signs.
 7. Advertising Signs and Billboards
 8. Neon Illumination Signs unless permitted in a Specific Form District.
 9. Ground Signs and Column Signs unless permitted in a Specific Form District.
 10. Portable or wheeled signs and advertising devices located outside any building.
 11. Roof Signs, except in the South Waterfront districts, where they are discouraged.
- B. Exempt Signs
1. House numbers and house nameplates, provided that nameplates shall not exceed one (1) square foot in area.
 2. Paper notices placed on bulletin boards or on kiosks maintained by any governmental organization.
 3. Signs erected or required by governmental bodies, or authorized for a public purpose by any law, statute or ordinance. Such public signs may be of any type, number, area, height, location, or illumination as authorized by law, statute, or ordinance.
 4. Flags bearing the officially adopted design of a nation, state, or political subdivision of a state. Flags shall not exceed thirty (30) square feet in size, except that United States of America garrison size flags are allowed.
 5. Business flags displaying the name of the business and the corporation symbol or logo. Each nonresidential zoning lot shall be permitted one flag not to exceed 30 square feet.
 6. Signs on storefronts that include business hours of operation not to exceed one square foot in size.

4.5.5 Standards - All Form Districts

- A. General
1. Wall signs are permitted within the area between the second story floor line and the first floor ceiling, within a horizontal band not to exceed 3 feet in height. In no case shall this band be higher than 18 feet or lower than 12 feet above the adjacent sidewalk.
 2. Letters shall not exceed 18 inches in height or width and three inches in relief. Letters may be constructed with two inch standoff studs to allow for reverse-lit / halo-lit illumination. Letters shall be individually cut reverse channel letters and opaque. Signs shall not come closer than two feet to an adjacent common lot line.
 3. Additionally, company logos or names may be placed within this horizontal band or placed or painted within ground floor or second story office windows. Company logos or names shall not be larger than a rectangle of eight square feet.
 4. A masonry or bronze plaque bearing an owner's or building's name may be placed in the building's cornice/parapet wall or under the eaves, and above the upper story windows. Any such plaque shall be no larger than a rectangle of 18 square feet.
 5. Temporary sidewalk easel signs are permitted within the dooryard area. They may also be considered a permitted obstruction to the sidewalk or right-of-way, with prior approval from the City.
 6. Temporary signs are permitted as defined in Article 5, Section 10.
 7. Historic/existing signs, free-standing or painted on the exterior walls of buildings may be maintained or preserved.
 8. The street address of the business is not required on each sign, provided that the street number is placed on each entry door or within 3 feet of the entry door.

B. Awnings/Canopies

When an awning or canopy is incorporated into a building, the following requirements must be met:

1. Minimum 10 feet clear height above sidewalk, minimum 6 feet depth out from the building façade. Maximum projection to within one foot of back of curb where there are no street trees, or one foot into the tree-planting strip.
2. Canvas cloth or equivalent (no shiny or reflective materials) is permitted.
3. Metal and glass are permitted, when configured as a marquee.

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4. No internal illumination through the awning/overhang.
5. Lettering on awnings limited to six inches tall on vertically hanging fabric at curb side of awning.
6. No one-quarter cylinder, bubble or convex configurations.
7. Awnings and canopies shall complement the fenestration pattern of the building façade.

4.5.6 Standards – South Waterfront Districts

The regulations contained in the *Knoxville South Waterfront Form Based Development Code* adopted February 27, 2007, and effective as of March 16, 2007, are incorporated by reference. A copy of the *Knoxville South Waterfront Form Based Development Code* document may be purchased from the Metropolitan Planning Commission at its office at 403 City County Building, 400 Main Street, Knoxville, TN

4.5.6 Standards – Cumberland Avenue District

This section reserved for future use.

4.5.7 Standards – North Central Avenue District

This section reserved for future use.

Proposed

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4.6 Parking Requirements

4.6.1 Applicability

- A. Non-residential uses in the Cumberland Avenue District have no minimum parking requirements.
- B. Residential uses in all Form Districts and non-residential uses in all Form Districts other than Cumberland Avenue District shall meet the following requirements.

4.6.2 Standards – All Districts

A. Surface Parking.

- 1. Principle. Parking shall be placed behind the buildings, but where accommodation of the minimum parking requirements are not adequately met, parking on the side of buildings is acceptable provided that the parking is screened from view from the adjacent right-of-way with a street wall and vegetation buffer. On street parking available along the frontage lines that correspond to each lot shall be counted toward the parking requirement for the parcel. By exemption, the required parking may be provided within 1,320 feet walking radius of the site which it serves. All parking areas must meet or exceed City accessibility standards.
- 2. Standards.
 - a. A minimum of 65% of uncovered surface lot pavements shall be porous (an 8% opening) while meeting overall stormwater requirements.
 - a. Large, unbroken expanse of pavement is prohibited. Large parking lots shall be divided into smaller paved areas that are separated by landscaping, access driveways, or ancillary structures. Parking lots shall include parking islands to break up the scale of the surface lot, with the inclusion of pedestrian-scale lighting in lieu of standard lot lighting.
 - c. One tree (with a 2 inch diameter measured four feet above grade) is required for every 5 surface parking spaces, to be planted in vegetated islands or medians a minimum of 5 feet in width.
 - b. A visual buffer of landscaping shall be provided towards adjacent properties. Any parking lot adjoining a public street shall be screening from view to a height of 3 feet by a street wall, berm, or landscaping or a combination of these three. If landscaping is used, the planting bed shall be a minimum of 10 feet wide.
 - c. Parking areas shall be separated from buildings by use of a raised walkway or planting strip.
 - d. One bicycle rack space shall be provided for every 10 vehicular parking spaces.

B. Structured Parking.

- 1. Principle. Parking structures shall be located to the side of property or underneath building. Parking structures shall be constructed with the understanding that required parking spaces for an area shall be shared over the course of a day to maximize efficiency. While the construction of new parking garages will be critical to accommodate future vehicles in the districts, it is important to establish parking ratios that promote the use of public transportation and encourage development that generates less traffic. New parking facilities shall be designed in such a way that does not adversely affect their surroundings. All parking structures must meet or exceed City accessibility standards.
- 2. Standards.
 - a. Monotonous and unadorned parking structure elevations are prohibited. No blank walls or exposed parking levels should face directly onto primary streets. Attempts should be made to reduce the overall visual mass of the parking garage through the architectural expression of stair towers, canopies and screening devices. Parking garage elevations shall be screened from view with the incorporation of lightweight design elements that add visual interest to the elevations (such as trellis panels) and filter the view of parked cars. When possible, building edges that face primary streets should incorporate programmable spaces into the ground floor of the parking structure (such as small commercial/retail uses) to activate the street edge.
 - b. Garage entries shall not exceed 16 feet clear height and 24 feet clear width. Provisions shall be made for audible and visible warnings at garage exits to protect pedestrians from vehicles.

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c. One bicycle rack space shall be provided for every 10 vehicular parking spaces.

C. Service Loading.

Curb cuts and service roads leading to service areas shall be located as far away as possible from public entrances. Service areas to buildings shall be screened from view by plantings or low walls.

4.6.3 Standards – South Waterfront District

The regulations contained in the *Knoxville South Waterfront Form Based Development Code* adopted February 27, 2007, and effective as of March 16, 2007, are incorporated by reference. A copy of the *Knoxville South Waterfront Form Based Development Code* document may be purchased from the Metropolitan Planning Commission at its office at 403 City County Building, 400 Main Street, Knoxville, TN

4.6.4 Standards – Cumberland Avenue District

This section reserved for future use

4.6.5 Standards – North Central Avenue District

This section reserved for future use

Proposed

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Article 4 - Section 4

4.7 Amendments and Deviations

Amendments to a regulating plan, deviations from certain standards of this Section, and new Form Districts may be approved as summarized below and set forth in Article 7, Administration and Enforcement.

	Text Amendment	Map Amendment	New Form District	Variation	Administrative Deviation
Modifications to an Existing District Standard:					
➤ Site Specific	-	-	-	X	X
➤ District Wide	X	-	-	-	-
Modifications to an Existing Regulating Plan	-	X	-	-	-
New Form District, Regulating Plans, Building Envelope Standards	-	-	X	-	-
	See Article 7 Section 1.B.4	See Article 7 Section 1.B.4	See Article 7 Section 1.B.4	See Article 7 Section 1.B.3	See Article 7 Section 1.A.2

Proposed

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

A. ADMINISTRATIVE OFFICIALS

1. BUILDING OFFICIAL:

The following provisions of this ordinance shall be administered by the City Building Official. The Building Official shall administer and enforce this ordinance and in addition he shall:

- a. Issue all building permits and make and maintain records thereof.
- b. Issue all certificates of occupancy and make and maintain records thereof.
- c. Issue and renew where applicable all Temporary Use Permits and make and maintain records thereof.
- d. Maintain and keep current zoning maps, and records and amendments thereto.
- e. Conduct inspection as prescribed by this ordinance, and such other inspections as are necessary to insure compliance with the various provisions of this ordinance generally.
- f. The Flood Insurance Study shall be kept and maintained by the City Building Official and shall be available for inspection and examination by members of the public at all reasonable times as any other record.
- g. Notify or make reasonable effort to notify owners of non-conforming uses, structures and signs of such non-conformity.
- h. Approve, when applicable building standards are met, uses specified

2. SOUTH WATERFRONT ADMINISTRATOR

- a. The South Waterfront Administrator is responsible for the day-to-day administration and enforcement of the South Waterfront Form District regulations and is specifically authorized to:
 - (1) approve applications for Zoning Clearance pursuant to Section 2.5 of the South Waterfront Form Based Development Code;
 - (2) approve Development Plans, after review by the Administrative Review Committee, pursuant to Section 2.6 of the South Waterfront Form Based Development Code;
 - (3) take and, after review by the Administrative Review Committee, forward to the Metropolitan Planning Commission applications for Alternative Compliance pursuant to Section 2.7 of the South Waterfront Form Based Development Code; and
 - (4) provide and maintain a record of Written Interpretations, in consultation with the City Attorney, pursuant to Section 2.8 of the South Waterfront Form Based Development Code.
- b. The South Waterfront Administrator may designate any Metropolitan Planning Commission staff member to represent the Administrator in any function assigned by South Waterfront Form Based Development Code. The South Waterfront Administrator shall remain responsible for any final action.

3. MPC ZONING ADMINISTRATOR

- a. The Executive Director, or his/her designee, shall be considered the MPC zoning administrator.
- b. Pursuant to the requirements for Base Districts described at Article 4, Section 1, of this ordinance, the MPC Zoning Administrator, or his/her designee, may review and approve site plans or elevations as required by specific district regulations.
- c. Pursuant to the requirements for Planned Development Districts described at Article 4, Section 2, of this ordinance, the MPC Zoning Administrator, or his/her designee, may review and approve minor deviations of approved development plans as allowed by specific district regulations.

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

- d. Pursuant to the requirements for Overlay Districts described at Article 4, Section 3, of this ordinance, the MPC Zoning Administrator, or his/her designee, may review and approve minor applications for certificates of appropriateness as allowed by specific district regulations.
- e. Pursuant to the requirements for Form Districts described at Article 4, Section 4, of this ordinance, except for the South Waterfront Districts, the MPC zoning administrator is responsible for the day-to-day administration and enforcement of the district regulations and is specifically authorized to approve applications for Zoning Clearance; approve Development Plans, after review by the Administration Review Committee; take and, after review by the Administrative Review Committee, forward to the Metropolitan Planning Commission applications for Alternative Compliance; and provide and maintain a record of written interpretations, in consultation with the City Attorney.
- f. The MPC Zoning Administrator shall be responsible for other administrative duties in accordance with this ordinance.

B. COMMISSIONS, BOARDS, and COUNCIL

1. METROPOLITAN PLANNING COMMISSION

The Knoxville/Knox County Metropolitan Planning Commission, for the purpose of this ordinance shall be referred to as the Planning Commission. The Planning Commission shall:

- a. Establish such rules of procedure as are necessary to the performance of its functions hereunder.
- b. Review and decide all applications for Uses Permitted on Review in accordance with Article 5, Section 3, and this article.
- c. Study and report on all proposed amendments to this ordinance; further, review annually this ordinance and on the basis of such review, suggest amendments thereto.
- d. Consider and decide, subject to conditions and modifications, all applications for Development Plans within Planned Development Districts, including the determination of many dimensional, density or intensity requirements, as described at Article 4, Section 2, of this ordinance and for certain intensity of uses within Base Districts as described at Article 4, Section 1, of this ordinance.
- e. Consider and decide exceptions to or waivers of certain requirements through approval of a Development Plan in accordance with specific district regulations for Planned Development Districts found in Article 4, Section 2, of this ordinance.
- f. Consider and decide, subject to conditions and modifications, all applications for Alternative Compliance within Form District as described at Article 4, Section 4, of this ordinance.
- g. Consider and decide changes to dimensional requirements for certain uses within certain districts in accordance with specific district regulations found in Article 4 of this ordinance.
- h. Consider and decide special uses in accordance with specific district regulations found in Article 4 of this ordinance.
- i. Consider and decide uses that may be treated as permitted uses based on a determination that such uses are of the same general character, similar to already permitted uses within the same zone district, or compatible with surrounding uses in accordance with the specific district regulations found in Article 4 of this ordinance.
- j. Consider and decide the prohibition of certain uses in specific zone districts that may be determined to be incompatible with the district in accordance with the specific district regulations found in Article 4 of this ordinance.

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

- k. Consider and decide requests to be considered as a Unified Development for the purpose of approval of a Master Sign Plan and consider and decide requests for approval of a Master Sign Plan in accordance with Article 5, Section 10, of this ordinance.
- l. Consider and decide the provision of off-street parking spaces for certain uses as provided in Article 5, Section 7, of this ordinance.
- m. Consider and resolve the application of district regulations where there is a reasonable doubt as to the boundaries between two districts in accordance with this ordinance.
- n. Keep and maintain the official zoning map of the City of Knoxville and make it available for inspection and examination by members of the public at all reasonable times as any other public record.
- o. Provide support for the Boards and Commission described within this ordinance.
- p. Consider and decide appeals of decisions by MPC staff and certain boards and commissions in accordance with this ordinance.
- q. Set and collect fees for application for approvals required by this ordinance.

2. HISTORIC ZONING COMMISSION

a. COMMISSION ESTABLISHED

For the purpose of enforcing the Historic (H-1) Overlay District and Neighborhood Conservation (NC-1) Overlay District requirements, a Historic Zoning Commission is hereby established.

b. COMPOSITION OF THE COMMISSION

The Historic Zoning Commission shall consist of nine persons of which one shall be a representative of a local patriotic or historic organization, one shall be an architect, if available, and the remainder shall be from the community in general. Historic Zoning Commission members shall be appointed by the Mayor of the City of Knoxville, subject to confirmation by the City Council for the City of Knoxville. The terms of members of the Historic Zoning Commission shall be five years, except that the members appointed initially shall be appointed for staggered terms so that the terms of at least one member but not more than two members shall expire each year. All members shall serve without compensation.

c. PURPOSE OF THE COMMISSION

The Historic Zoning Commission is established for the purpose of enforcing the Historic (H-1) Overlay District and Neighborhood Conservation (NC-1) Overlay District requirements.

d. AUTHORITY OF THE COMMISSION

- (1) The Historic Zoning Commission shall have the authority to submit recommendations to the City Council of Knoxville regarding the creation of Historic (H-1) and Neighborhood Conservation (NC-1) overlay districts in accordance with the criteria for selection contained in this historic zoning ordinance and shall likewise review requests for designation made by individuals, organizations or other governmental bodies. The Historic Zoning Commission shall submit their recommendations regarding such designations in writing to the City Council of Knoxville.
- (2) Prior to any recommendation on a pending application made to establish an Historic (H-1) or Neighborhood Conservation (NC-1) overlay district, the Historic Zoning Commission shall adopt for each proposed Historic (H-1) or Neighborhood Conservation (NC-1) overlay district a set of review guidelines which shall guide any granting or denial of Certificates of Appropriateness within the district so established. The review guidelines shall be made a part of the recommendations forwarded by the Historic Zoning Commission to the City Council of Knoxville for adoption, and a public hearing shall be held by the Historic Zoning Commission before such recommendations are made to City Council.

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

- (3) All applications for permits for construction, alteration, repair, rehabilitation, relocation or demolition of any structure, object, or other improvement to real estate located or to be located within an Historic (H-1) or Neighborhood Conservation (NC-1) overlay district, shall be referred to the Historic Zoning Commission, which shall have broad powers to request detailed construction plans and related data pertinent to a thorough review of the proposal. No building permit issuing authority in the City of Knoxville shall issue any such permit for new structure or improvements within an Historic (H-1) or Neighborhood Conservation (NC-1) overlay district without issuance of a Certificate of Appropriateness by the Historic Zoning Commission.
- (4) MPC staff assigned to serve the Historic Zoning Commission shall review applications for Level I Certificates, and shall issue them if, in staff's judgement, the application meets the adopted design guidelines for the property. Level 1 Certificates include the repair of historic siding, fascia, soffits, windows, roof (including replacement) and other features with features of identical material and design. The Knoxville Historic Zoning Commission shall review all other matters for which Certificate applications are made.
- (5) Level I Certificates issued by MPC Staff shall be summarized in a report to be presented to the Knoxville Historic Zoning Commission at their regularly scheduled monthly meeting.
- (6) In the event of a denial of a Level I Certificate, the applicant may appeal the staff decision to the next regularly scheduled meeting of the Knoxville Historic Zoning Commission for which the application deadline is met.
- (7) The provisions of this section of the ordinance notwithstanding, MPC staff or the applicant may exercise the option of requesting a review by the Knoxville Historic Zoning Commission. In that event, the application for Certificate of Appropriateness will be heard by the Knoxville Historic Zoning Commission at the next regularly scheduled monthly meeting for which the application deadline is met.
- (8) The Historic Zoning Commission may permit the remodeling and rebuilding of any non-conforming structure for the purpose of continuing a use which was lawfully existing at the time of Historic (H-1) overlay district zoning; provided, however, that any such design and appearance of the remodeled or rebuilt structure is, in the opinion of the Historic Zoning Commission, in keeping with the historical and architectural character of the Historic (H-1) Overlay District.
- (9) A Certificate of Appropriateness must be obtained from the Knoxville Historic Zoning Commission for any proposed bed and breakfast inn that is in an H-1 historic overlay zone and that any proposed exterior changes are consistent with the adopted design guidelines approved for that district.

e. RULES OF THE COMMISSION

The Commission may adopt rules and regulations consistent with the provisions of this ordinance.

3. CITY OF KNOXVILLE BOARD OF ZONING APPEALS

A Board of Zoning Appeals of five members as defined in Title 13, Section 705 of the Tennessee Code Annotated shall be nominated by the Mayor and confirmed by the Council of the City of Knoxville. The term of each member of the Board of Zoning Appeals shall be five years except that on the initial Board, one member shall serve a term of one year, one member a term of two years, one member a term of three years, one member a term of four years, and one member a term of five years so that the term of one member shall expire each year. A member may serve consecutive terms upon renomination by the Mayor and confirmation by the Council of the City of Knoxville. The City of Knoxville Board of Zoning Appeals shall have the following powers:

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

- a. It shall have the power to hear and decide appeals where it is alleged there is an error in any order, requirements, decision or determination made by an administrative official in carrying out any provision of this or other zoning ordinances enacted by the Council of the City of Knoxville.
- b. To hear and decide, in accordance with the provisions of any such ordinance, request for interpretation of the zoning map.
- c. Where there are practical difficulties or unnecessary hardship in carrying out the strict letter of this ordinance, the Board of Zoning Appeals shall have the power in passing upon appeals, to authorize such variance from the terms of this ordinance as will not be contrary to the public interest in conforming with the standards set forth in Section 2 of this article.
- d. To call on any department for assistance in its duties; and it shall be the duty of such departments to render all such assistance as may reasonably be required.
- e. To compel attendance of witnesses at hearings and to administer oaths.
- f. To hold at least one scheduled meeting per month and give notice of such meeting as required by law.
- g. All proposals brought before the Board of Zoning Appeals shall be finally acted upon by the Board within one hundred twenty (120) days following its first public hearing, and failure of the Board finally to act upon any proposal within said one hundred twenty (120) day period shall be in all respects equivalent to a rejection thereof.

4. CITY COUNCIL

The City Council of the City of Knoxville, as provided in this ordinance, shall have the authority to:

- a. Confirm appointments of the Mayor of the City of Knoxville to the Knoxville Board of Zoning Appeals, Historic Zoning Commission and Downtown Design Review Board.
- b. Initiate applications for general amendments to the zoning map, including overlay zone districts, or text amendment to the zoning ordinance.
- c. Receive recommendations from the Metropolitan Planning Commission, and take action on all proposed map and text amendments to the Zoning Ordinance, and place such conditions on map amendments as may be deemed necessary.
- d. Receive recommendations from the Metropolitan Commission, and take action on all proposed designation or reduction of overlay districts, as well as design guidelines for these overlay districts.
- e. Receive recommendations from the Historic Zoning Commission, and take action on all proposed designation or reduction of H-1 and NC-1 overlay districts, as well as design guidelines for H-1 and NC-1 overlay districts.
- f. Receive and take action on any appeal of any decision of the Board of Zoning Appeals, Metropolitan Planning Commission, or Tennessee Technology Corridor Development Authority that may be brought forward by any person, firm, or corporation aggrieved by such decision.

C. DESIGN REVIEW BODIES

1. ADMINISTRATIVE REVIEW COMMITTEE

a. COMMITTEE ESTABLISHED

An Administrative Review Committee is established to review development applications pursuant to the requirements of the Form Districts described at Article 4, Section 4. These districts are intended to foster attractive and harmonious development and rehabilitation in Knoxville that reflects the goals of adopted plans, and the principles and standards of the specific form district regulations, as may be amended from time to time.

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

b. COMPOSITION OF THE COMMITTEE

The Administrative Review Committee is comprised of representatives of City Engineering, Traffic Engineering, Stormwater Engineering, Fire Department, Plans Review and Inspections, Parks and Recreation, Public Service, and the Metropolitan Planning Commission. The review of applications by this committee shall be administered by the Metropolitan Planning Commission.

b. PURPOSE OF THE COMMITTEE

Except for houses and duplexes on individual lots, all proposed development, including new construction or expansion of an existing structure or building, is subject to the Development Plan review process as set forth in Article 4, Section 4. Development Plan review is intended to ensure that all multi-dwelling structures and nonresidential development comply with Form District regulations and standards.

In addition, development applicants may pursue Alternative Compliance review to permit innovative, high quality developments that would not otherwise be allowed under a strict interpretation of the district regulations but nevertheless comply with the intent of the area plans. The alternative Compliance mechanism is also intended to provide a review process for request by applicant for reconstruction or expansion of certain nonconforming structures in which nonconforming industrial or commercial uses operate in the districts.

c. AUTHORITY OF THE COMMITTEE

The Administrative Review Committee is delegated to review Development Plans and applications for Alternative Compliance within the Form Districts described at Article 4, Section 4, and make a recommendation to the appropriate Zoning Administrator.

d. RULES AND RESPONSIBILITIES OF THE COMMITTEE

The Committee shall follow administrative rules established and adopted by the Metropolitan Planning Commission. When reviewing applications, the Administrative Review Committee shall consider the following:

- Compliance with all applicable Form District standards;
- Compliance with all applicable Zoning Ordinance standards;
- Compliance with all applicable Subdivision Regulations;
- Compliance with the Major Road Plan; and
- Compliance with the One Year Plan.

2. INFILL HOUSING REVIEW COMMITTEE

a. COMMITTEE ESTABLISHED

An Infill Housing Design Review Committee is established pursuant to the requirements of the Infill Housing Overlay (IH-1) district. Each district is intended to foster infill residential development and major additions that are compatible with the design of original houses in older Knoxville neighborhoods, particularly those built prior to 1950 along grid streets that often had sidewalks and alleys, in accordance with the principles of adopted Heart of Knoxville Infill Housing Design Guidelines.

b. COMPOSITION OF THE COMMITTEE

The review of applications by this committee shall be administered by the Metropolitan Planning Commission. The committee shall be comprised of staff from Metropolitan Planning Commission (3 members), Community Development Division (2 members), Plans Review and Inspection Division (2 members), City Engineering (one member) and the East Tennessee Community Design Center or their successors (one member).

City of Knoxville Zoning Ordinance Reorganization

Article 7 - Section 1 (Organization)

c. PURPOSE OF THE COMMITTEE

The Infill Housing Design Review Committee's purpose is not to impose any architectural preferences beyond the principles adopted in the guidelines. In no way are the guidelines meant to bring uniformity in design or approach or to require specific materials. They are meant to be applied in as flexible manner as possible to meet the needs of the building designer while encouraging the design to respect the context of nearby houses and the streetscape. The guidelines are thus not a rigid set of rules, but rather a set of key principles to guide development. The Design Review Committee's task is to provide certainty that both immediate surroundings as well as the broader neighborhood as a whole are taken into account with each application.

d. AUTHORITY OF THE COMMITTEE

The Infill Housing Design Review Committee is delegated to review proposed building plans for new primary structures, additions to structures visible for the primary street, changes to porches visible from a primary street, and driveways, parking pads, access points, garages or similar facilities in accordance with adopted Heart of Knoxville Infill Housing Design Guidelines and issue a Certificate of Appropriateness. A Certificate of Appropriateness shall be required for any building permit or request for subdivision approval within an IH-1 district and shall be based on conformity with the adopted standards of the district which are made a part of any ordinance amendment by reference. Pursuant to procedures and conditions provided in this ordinance and MPC administrative rules, the Design Review Committee shall work to realize the following objectives:

- to promote neighborhood and economic stability;
- to strengthen desirable physical features and design characteristics, and a neighborhood's identity, charm and flavor;
- to enhance pedestrian-oriented streets;
- to prevent blight, caused by incompatible and insensitive development;
- to promote and retain affordable housing; and
- to encourage the harmonious, orderly and efficient growth and redevelopment in older Knoxville neighborhoods.

e. RULES AND RESPONSIBILITIES OF THE COMMITTEE

Administrative rules, including rules governing the committee, terms of membership and application schedules, shall be approved by the Metropolitan Planning Commission. The responsibilities of the Infill Housing Design Review Committee are to review applications in the IH-1 districts for conformance to the Heart of Knoxville Infill Housing Design Guidelines. Lot sizes, front, side and rear setbacks, and off street parking are to be in accordance with the principles of the guidelines. In addition to setbacks and lot dimensions, the committee shall review the proposed development in terms of foundation height, roof pitch, porch, door, window and related features that were characteristic of the original pattern of development.

e. VARIATIONS FROM BASE DISTRICT REGULATIONS

The district is intended to foster compatible infill housing, which may have different open space, height, and off-street parking regulations than those found in the base district. Minimum lot sizes and setbacks may differ from those required by the base district in order to realize the principles associated with the guidelines. The dimensional requirements of the base zone district, such as minimum lot size and setbacks will not always be consistent with the intent of the Heart of Knoxville Infill Housing Design Guidelines. A Certificate of Appropriateness approved by the Infill Housing Design Review Committee avoids the need for variances in cases where an application has been approved to respect the form and scale of existing housing on the block, the historic context of the neighborhood, or meet other provisions of the guidelines.

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3. DOWNTOWN DESIGN REVIEW BOARD

a. BOARD ESTABLISHED

A Downtown Design Review Board is established pursuant to the requirements of the Downtown Design Overlay (D-1) district. The district is intended to foster attractive and harmonious development and rehabilitation in Downtown Knoxville that reflects the goals of adopted plans, and the principles of the Downtown Design Guidelines, as may be amended from time to time.

b. COMPOSITION OF THE BOARD

The Design Review Board shall be appointed by the Mayor with the approval of a majority of the City Council and shall be composed of permanent staff and other rotating members set forth as outlined below:

- (1) Staff (Permanent Members):
 - (a) Metropolitan Planning Commission Executive Director (or designee), who shall be an ex officio, non-voting member.
 - (b) City's Director of Policy Development (or designee).
- (2) Other (Rotating Members):
 - (a) One architect (from a slate recommended by AIA Knoxville).
 - (b) One urban design professional with a background in architecture or urban planning (selected from nominations from AIA Knoxville and the local chapter of the American Planning Association).
 - (c) Two downtown residents.
 - (d) Two businesses, development or real estate professionals whose work is largely focused upon Downtown.
 - (e) A member of the Central Business Improvement District Board (from a slate proposed by the Board).
 - (f) A member of the City's Historic Zoning Commission.
- (3) Ex-Officio Members:

The following may be called on to serve as non-voting members when cases require their technical and professional expertise:

 - (a) Metropolitan Planning Commission and Historic Zoning Commission staff
 - (b) Building Official (or designee)
 - (c) City Engineering Director (or designee)
 - (d) Central Business Improvement District staff
 - (e) Knoxville Utilities Board staff
 - (f) Knoxville's Community Development Corporation staff.

c. PURPOSE OF THE BOARD

The purpose of the Downtown Design Review Board is to make decisions relative to the Downtown Design Guidelines. The Design Review Board's function is not to impose any architectural preferences. In no way are the guidelines meant to bring uniformity in design or approach or to require specific materials. They are meant to be applied in as flexible manner as possible to meet the needs of the building designer while encouraging the design to respect the context of nearby buildings and the streetscape. The guidelines are thus not a rigid set of rules, but rather a set of key principles to guide development. The Review Board's task is to provide certainty that both immediate surroundings as well as downtown as a whole are taken into account with each building project.

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d. AUTHORITY OF THE BOARD

The Downtown Design Review Board is delegated to review the plans for public and private improvements in the D-1 district, as well as any requests for sign lighting or electronic message center exceptions, as allowed by Article 5, Section 10, A. 4. No building permit may be issued prior to approval the issuance of a Certificate of Appropriateness by the Board. Pursuant to procedures and conditions provided in this ordinance and MPC administrative rules, the Design Review Board shall work to realize the following objectives:

- (1) Promote downtown as a place for a viable mix of commercial, office, civic and residential uses, including street level development that creates a pedestrian-friendly environment.
- (2) Create quality publicly-oriented spaces, including streets, pedestrian ways, parks and squares that are safe and beautiful.
- (3) Create harmony in architectural and landscape architectural elements to provide a pleasing environment and continuous commerce and interest along sidewalks.
- (4) Create efficient processes for the review and approval of downtown projects.
- (5) Establish a means for design review for public improvements and building development and renovation to protect overall downtown investments.
- (6) Foster new development that complements adjacent historic resources.
- (7) Provide for the development of areas of special character, including the older grid street district (including such streets as Gay and Market streets and Clinch and Cumberland avenues), the Warehouse District (the Jackson-Central vicinity) and areas that are characterized by boulevard-like streets (such as sites along Summit Hill Drive and Henley Street).

d. RULES AND RESPONSIBILITIES OF THE BOARD

Administrative rules, including rules governing the board, terms of membership and application schedules, shall be approved by the Metropolitan Planning Commission. The responsibilities of the board and its membership are outlined below:

- (1) Review the designs for all public projects, including, but not limited to, street and sidewalk design, landscaping, park improvements, public facility improvements and public way-finding systems and make a report to the Mayor, City Council and/or the utility board director.
- (2) Review private development plans, based upon the adopted design guidelines, and issue a Certificate of Appropriateness.
- (3) Review any requests for sign lighting or electronic message center exceptions, as allowed by Article 5, Section 10, A. 4., based upon the adopted design guidelines, and issue a Certificate of Appropriateness.
- (4) Advise the Mayor, City Council, Metropolitan Planning Commission and Historic Zoning Commission on means to improve downtown design, incentives that could be used to foster good design, and programs that should be pursued to foster beautification, safety and related public purposes downtown.

e. VARIATIONS FROM BASE DISTRICT REGULATIONS

The dimensional requirements of the base district, such as the five foot front yard setback and the open space requirement for taller buildings in the C-2 zone district will not always be consistent with the intent of the Downtown Design Guidelines. A Certificate of Appropriateness approved by the Downtown Design Review Board avoids the need for variances in cases where a development has been conceived to respect the historic context of the block, provide greater pedestrian activity at sidewalk level or meet other provisions of the guidelines.

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4. TENNESSEE TECHNOLOGY CORRIDOR DEVELOPMENT AUTHORITY

The Tennessee Technology Corridor Development Authority was established with the passage of the Tennessee Technology Corridor Development Authority Act, a private act passed by the Tennessee General Assembly in 1983. The purpose of the act is to support, promote and expand high technology business development in Knoxville and Knox County. In passing the Act, the General Assembly also created the Tennessee Technology Corridor Development Authority (TTCDA).

The TTCDA is specifically authorized to develop and adopt a Tennessee Technology Corridor Comprehensive Development Plan and Design Guidelines; and, within the Technology Overlay (TO-1) district, provide for the review of all physical development (except residential and agricultural uses) through the issuance of a Certificate of Appropriateness.

Within the TO-1 district, no base zoning may be changed, no variance from the provision of the zoning ordinance may be granted and no building or grading permit (except for a residential or agricultural use) may be issued prior to approval of a development plan and the issuance of a Certificate of Appropriateness by the TTCDA.

A revised development plan may be submitted to the TTCDA for approval of any changes, or extensions to the development plan. This shall include previously approved Certificates of Appropriateness for building, grading or sign permits.

TTCDA may approve revised development plans which are consistent with this Ordinance and with TTCDA adopted Design Guidelines. Minor revisions to development plans may be approved by the TTCDA Executive Director, or designee, provided such changes:

- (1) Do not alter the basic relationship of the proposed development to adjacent property or streets and roads.
- (2) Do not alter the uses permitted.
- (3) Do not increase the area of development by more than 5% of the previously approved square footage.
- (4) Do not require the approval of a waiver of the TTCDA *Design Guidelines*, or a variance to the *Knoxville Zoning Ordinance*.

5. C-7 DESIGN REVIEW BOARD

a. BOARD ESTABLISHED

A Design Review Board shall be elected within any C-7 District. The annual meeting at which eligible voters elect members to the board shall be held in August of each year. Constitution of Design Review Board shall be accomplished by election of five members with each elected to serve either one, two, three, four or five years with their successors elected to serve all four year terms.

b. COMPOSITION OF BOARD

The C-7 Design Review Board shall consist of five members with not less than two being merchants in the area. Board members shall be comprised of, and elected by residents, property owners or lessees within the district with each business license, recorded parcel of land, and dwelling unit having one vote. Terms of office shall be four years with vacancies filled by appointments by the design review board with such appointees serving until the next annual election, at which time a replacement shall be elected for the unexpired term. All members shall serve without compensation.

c. RULES AND RESPONSIBILITIES OF THE BOARD

The Design Review Board shall establish by-laws which shall include establishment of a regular meeting date. Such meetings shall be open to the public with notice of time and place published in a local paper with general circulation in the area. The Design Review Board shall have assistance from the staff of the

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Planning Commission in performing its functions. Publication costs and other authorized expenditures shall be paid by the Planning Commission.

The Review Board shall have the following responsibilities:

- (1) Review and approve elevation and site plans for public and private improvements, according to adopted design guidelines for the District.
- (2) No building or occupancy permits shall be issued until the Design Review Board has found and reported in writing to the City Building Inspection Department that the plans meet the adopted criteria of the Board.
- (3) Failure of the Design Review Board to act upon any plan within thirty days of submittal shall be deemed approval of the plan and the building permit shall be issued upon demand. Metropolitan Planning Commission staff may approve minor projects that meet the adopted guidelines, including signs and interior and exterior renovation plans.

D. REVIEW AND ACTIONS BY ADMINISTRATIVE OFFICIALS

Administrative Officials described herein are authorized to consider and decide applications for the following in accordance with rules and procedures described in this ordinance:

1. BUILDING PERMIT

An application for a building permit shall be considered and acted upon by the Building Official in accordance with this ordinance.

2. CERTIFICATE OF OCCUPANCY

An application for a certificate of occupancy shall be considered and acted upon by the Building Official in accordance with this ordinance.

3. TEMPORARY USE PERMIT

An application for a temporary use permit shall be considered and acted upon by the Building Official in accordance with this ordinance.

4. USE DETERMINATION

An application for a use determination shall be considered and acted upon by the Building Official in accordance with this ordinance.

5. MINOR AMENDMENTS TO DEVELOPMENT PLAN

An application for a minor amendment to an approved development plan shall be considered and acted upon by the staff of the Planning Commission in accordance with this ordinance.

6. SITE PLAN AND/OR ELEVATION REVIEW

a. An application for site plan approval for development within the C-6 base district shall be considered and acted upon by the MPC Zoning Administrator in accordance with this ordinance.

b. An application for minor amendments to an approved site plan and elevation approval for development within the C-7 base district may be considered and acted upon by the MPC Zoning Administrator in accordance with this ordinance.

c. An application for site plan and elevation approval for a new primary structure within the R-1EN base district shall be considered and acted upon by the MPC Zoning Administrator in accordance with this ordinance.

7. EXTENSION OF LANDSCAPING DEADLINES

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An application for an extension of a deadline to provide landscaping shall be considered and acted upon by the Building Official in accordance with this ordinance.

8. FORM DISTRICT ZONING CLEARANCE

a. An application for zoning clearance for construction of, or a major addition to, a house or duplex within the South Waterfront Form Districts shall be considered and acted upon by the South Waterfront Zoning Administrator in accordance with the South Waterfront Form Based Development Code.

b. An application for zoning clearance for construction of, or a major addition to, a house or duplex within any Form District, except the South Waterfront Form Districts, shall be considered and acted upon by the MPC Zoning Administrator in accordance with this ordinance.

9. FORM DISTRICT DEVELOPMENT PLAN

a. An application for approval of a Development Plan within the South Waterfront Form Districts shall be considered and acted upon by the South Waterfront Zoning Administrator, after review by the Administrative Review Committee, in accordance with the South Waterfront Form Based Development Code.

b. An application for approval of a Development Plan within any Form District, except the South Waterfront Form Districts, shall be considered and acted upon by the MPC Zoning Administrator, after review by the Administrative Review Committee, in accordance with this ordinance.

10. FORM DISTRICT WRITTEN INTERPRETATION

a. An application for a written interpretation of development regulations within the South Waterfront Form Districts shall be considered and acted upon by the South Waterfront Zoning Administrator, after consultation with the City Attorney, in accordance with the South Waterfront Form Based Development Code.

b. An application for a written interpretation of development regulations within any Form District, except the South Waterfront Form Districts, shall be considered and acted upon by the MPC Zoning Administrator, after consultation with the City Attorney, in accordance with this ordinance.

E. REVIEW AND ACTIONS BY COUNCIL, BOARDS AND COMMISSIONS

1. SPECIAL USE DETERMINATION

An application for a special use determination shall be considered and acted upon by the Planning Commission in accordance with this ordinance.

2. DEVELOPMENT PLAN / USE-ON-REVIEW

An application for Development Plan approval for any permitted use that may require Development Plan approval or any Use-On-Review within any Base District, as described at Article 4, Section 1, and all development within any Planned Development District, as described at Article 4, Section 2, shall be considered and acted upon by the Planning Commission in accordance with the rules and criteria described in this ordinance.

3. FORM DISTRICT ALTERNATIVE COMPLIANCE

a. An application for approval of Alternative Compliance for any development within the South Waterfront Form Districts shall be considered and approved by the Planning Commission in accordance with the South Waterfront Form Based Development Code.

b. An application for approval of Alternative Compliance for any development within the any Form District, except the South Waterfront Districts, as described at Article 4, Section 4, shall be considered and approved by the Planning Commission in accordance with this ordinance.

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5. CERTIFICATE OF APPROPRIATENESS

An application for a Certificate of Appropriateness within the H-1 and NC-1 overlay districts shall be considered and acted upon by the Historic Zoning Commission in accordance with this ordinance.

6. INTERPRETATION OF THE ZONING MAP

A request for interpretation of the zoning map shall be considered and acted upon by the Board of Zoning Appeals in accordance with this ordinance.

7. VARIANCE

A request for a variance from the terms of this ordinance shall be considered and acted upon by the Board of Zoning Appeals in accordance with Article 7, Section 2, of this ordinance.

8. ZONING MAP AMENDMENT

An application for an amendment to the zoning map shall be considered and acted upon by the City Council, upon receiving a recommendation from the Planning Commission and the Historic Zoning Commission, when appropriate, in accordance with Article 7, Section 6, of this ordinance.

9. ZONING TEXT AMENDMENT

An application for an amendment to the text of this ordinance shall be considered and acted upon by the City Council, upon receiving a recommendation from the Planning Commission and the Historic Zoning Commission, when appropriate, in accordance with Article 7, Section 6, of this ordinance.

10. APPEALS

- a. An application to appeal a decision of the Building Official shall be considered and acted upon by the Board of Zoning Appeals in accordance with this ordinance.
- b. An application to appeal a decision of the Metropolitan Planning Commission or the Board of Zoning Appeals shall be considered and acted upon by the City Council in accordance with this ordinance.

F. REVIEW AND ACTIONS BY PLAN REVIEW BODIES

1. DEVELOPMENT PLAN

An application for a Development Plan or Alternative Compliance approval within the Form Districts, as described at Article 4, Section 4, shall be reviewed by the Administrative Review Committee and a recommendation shall be forwarded to the appropriate zoning Administrator.

2. SITE PLAN AND ELEVATION REVIEW

An application for any development within the C-7 base district shall be considered and acted upon by the C-7 Design Review Board in accordance with this ordinance.

3. CERTIFICATE OF APPROPRIATENESS

- a. An application for a Certificate of Appropriateness for any rezoning, variance, or building or grading permit within the TO-1 overlay district, as described at Article 4, Section 3, shall be considered and acted upon by the Tennessee Technology Corridor Development Authority in accordance with this ordinance.
- b. An application for a Certificate of Appropriateness for new primary structures, additions to structures visible for the primary street, changes to porches visible from a primary street, and driveways, parking pads, access points, garages or similar facilities within any IH-1 overlay district, as described at Article 4, Section 3, shall be considered and acted upon by the Infill Housing Design Review Committee in accordance with this ordinance.

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c. An application for a Certificate of Appropriateness for new construction, façade changes to publicly oriented space or interior changes that obscure windows and doors and parking facility development or redevelopment within the D-1 overlay district, as described at Article 4, Section 3, and certain signs described at Article 5, Section 7, shall be considered and acted upon by the Downtown Design Review Board in accordance with this ordinance.

4. PLANS FOR PUBLIC IMPROVEMENTS

Any plans for public improvements within the D-1 overlay district, as described at Article 4, Section 4, shall be reviewed by the Downtown Design Review Board and a recommendation shall be forwarded to the Mayor, City Council and utility board director.

Proposed

Article 7 Administration and Enforcement
Section 1.G Summary of Review and Action

1. Summary of Administrative Officials Review and Action

Procedure	Building Official	South Waterfront Administrator	MPC Zoning Administrator	Appeal Body	Reference Section
Building Permit	D			<CC>	Article 7 Section 1.A.1
Certificate of Occupancy	D			<CC>	Article 7 Section 1.A.1
Temporary Use Permit	D			<CC>	Article 7 Section 1.A.1
Extensions of Landscaping Deadlines	D			<CC>	Article 7 Section 1.A.1
Use Determination	D			<BZA>	Article 7 Section 1.A.1
Form District Written Interpretations		D		<BZA>	Article 7 Section 1.A.2&3
Zoning Clearance		D	D	<BZA>	Article 7 Section 1.A.2&3
Form District Development Plans		D	D	<MPC>	Article 7 Section 1.A.2&3
Minor Amendments to Development Plan			D	<MPC>	Article 7 Section 1.A.3
Site Plan Review			D	<MPC>	Article 7 Section 1.A.3

2. Summary of Review and Action by Council, BZA and Commissions

Procedure	Metropolitan Planning Commission	Historic Zoning Commission	Board of Zoning Appeals	City Council	Appeal Body	Reference Section
Similar Use Determination	<D>				<CC>	Article 7 Section 1.B.1
Development Plans / Uses-on-Review	<D>				<CC>	Article 7 Section 1.B.1
Alternative Compliance Plans	<D>				<CC>	Article 7 Section 1.B.1
Certificates of Appropriateness		<D>				Article 7 Section 1.B.2
Appeals of Decisions of Administrative Officials			<D>		<CC>	Article 7 Section 1.B.3
Interpretation of the Zoning Map			<D>		<CC>	Article 7 Section 1.B.3
Variances			<D>		<CC>	Article 7 Section 1.B.3
ZONING MAP AMENDMENTS	<R>	<R>		<D>		Article 7 Section 1.B.4
ZONING TEXT AMENDMENTS	<R>	<R>		<D>		Article 7 Section 1.B.4

3. Summary of Review and Action by Design Review Committees

Procedure	Administrative Review Committee	Infill Housing Committee	Downtown Design Review Board	TTCDA	Appeal Body	Reference Section
Development Plans	R				<MPC>	Article 7 Section 1.C.1
Certificates of Appropriateness		D	D		<MPC>	Article 7 Section 1.C.2&3
Certificates of Appropriateness				D	<County Commission>	Article 7 Section 1.C.4
Plans for Public Improvements			R			Article 7 Section 1.C.3

R = Review & Recommendation
MPC = Metropolitan Planning Commission

D = Decision
CC = City Council

< > = Public Hearing