ORDINANCE NO. 328

AN ORDINANCE OF THE CITY OF LAKEWOOD BOARD OF COMMISSIONERS FOR THE NEW BUILDING PERMIT FEES FOR THE CITY OF LAKEWOOD MUNICIPAL CODE

BE IT ORDAINED BY THE CITY OF LAKEWOOD AS FOLLOWS:

1.) Business and Permit fees
2.) Drawing Requirements for Permits
3.) Planning Commission Submittal Forms and fees
4.) Planning/Zoning fees
5.) Lakewood Codes Evaluation fee
6.) Demolition, blasting, and certificate of occupancy fees

ATTEST:

CITY RECORDER

Virginia Moss

MAYOR

Charles L Donoho

First Reading: April 8th, 2004

Second Reading: June 10th, 2004

City of Lakewood

Mayor: Ken Donoho
Vice Mayor: James Allen

City Manager R.C. White
City Recorder Virginia Moss

Commissioners: Tom Faulk • Harold Long • Louise Wooden

City Attorney: Louis Oliver, III
City Judge: Dan Alexander
Chief of Police: Steve Woodall

City of Lakewood
Business and Permitting

The Lakewood Codes Department regulates the use of property through the enforcement of ZONING ORDINANCES and BUILDING STANDARDS. It also causes the enforcement of other laws and ordinances through the permitting process.

If you are opening a business or are changing the type of business that previously occupied the property you are considering, then USE AND OCCUPANCY PERMITS will be required prior to opening the business. Any business that plans to build or make renovations is required to have BUILDING PERMITS prior to construction and occupancy.

Any new signs or alterations to existing signs displayed on the exterior of the building or on site, whether permanent or temporary, require SIGN PERMITS.

HOME BASED BUSINESSES and CHILD CARE are required to have Use and Occupancy Permits.

Failure to obtain the proper permits prior to opening a business could result in fines or even the relocation of a business if Lakewood Zoning and Building Code Standards cannot be met at the current location.

Permits or information can be obtained by calling Lakewood City Hall Codes Department at 847-8030 or at the following address: City of Lakwood
3401 Hadley Avenue
Old Hickory, TN 37138

Robert Dowdy
Code Compliance Officer
City of Lakewood

March 9, 2004

City of Lakewood

Mayor: Ken Donoho

Vice Mayor: James Allen

City Manager R.C. White

City Recorder Virginia Moss

Commissioners: Tom Faulk • Harold Long • Louise Wooden

City Attorney: Louis Oliver, III

City Judge: Dan Alexander

Chief of Police: Steve Woodall

LAKEWOOD DRAWING REQUIREMENTS FOR PERMITS

Site plans and building plans are required for all new buildings and additions. Building plans, only, are required for renovations and change of occupancy. Only, Use and Occupancy permits do not require any plans. Three sets of bound plans are required for the initial submittal. Submit to Lakewood Codes Department, 3401 Hadley Avenue, Old Hickory, TN 37138. In addition to two sets of building plans, Zoning requires two separate site plans and two landscaping plans. You will be notified if more drawings are required for a specific project. An application number will be assigned for the permit process. Using this **application number will expedite all inquiries** about your project during the plans review process.

The building plans shall include a cover sheet, foundation plan, floor plan(s), roof plan, framing plan(s), finish plan, door and window schedule, plumbing drawings, mechanical drawings and electrical drawings. All plans shall be complete, correctly represent the project (i.e. building properly located on the site plan, no "opposite hand" building or framing, etc.) and be drawn to close. If a metal building is used, the following information is required:

Please provide information below, if the metal building manufacturer is approved by the Southern Building Code Congress International, Inc. (SBCCI0):

1. A *Letter of Certification* properly sealed by a licensed Tennessee Engineer or Architect (hereafter called sealed), and
2. Sealed column reactions from the metal building manufacturer.

If the metal building manufacture is not approved by SBCCI, provide:

1. A sealed *Letter of Certification* or sealed calculations, and
2. A complete set of sealed drawings from the metal building manufacturer.

Upon approval of the plans, a permit will be issued to a contractor that is licensed in Tennessee, has a permit bond and a Lakewood business license (questions, call 847-8030). The permit bond is $10,000.00 for projects up to $25,000.00 total and $40,000.00 for projects over $25,000.00 total.

The developer has to pay all costs for inspections, easement recording, plan preparation, State review fee, etc.

The developer must submit a letter for full amount of construction plus 15%.

An architect or engineer that is licensed in the State of Tennessee, if any of the following apply, must seal all buildings plans:

1. The building is 3 stories or more in height,
2. The building is 5000 sq.ft. or more in area,
3. The building is classified as an educational occupancy (child care of six or more children for less than 24 hrs. and schools through the 12th grade),
4. The building is classified as an assembly occupancy (100 or more people can congregate in any one room for civic, social, religious, recreation, food an drink consumption or to await transportation),
5. The building is classified as an institutional assembly (nursing home, hospital, detoxification facility, etc.),

The seals, signatures and dates shall be as described in Section 0120-2-08l.(3) of the "Rules of State Board of Architectural and Engineering Examiners". NOTE: *Please check your seal for compliance with the above listed rule.* If any plans are rejected due to errors that are listed above, your application process will be placed on hold. Please do not expect priority action on your application when corrected drawings are received by the Codes Office. Single family residences do not have to be sealed.

Listed below are the minimum requirements for each sheet of the plans:

Site – Property lines, building location to the property lines, parking with handicap spaces, utility locations, easements, streets, alleys and driveways.

Cover – Building height, building stories, building area, tenant area (sq.ft.), construction type, type of occupancy, codes with edition, sprinkler system type and design loads.

Building – Dimensioned floor plan(s), roof plan, door and window schedules, details of foundations and framing, UL numbers and locations of rated assemblies, elevations, stair details, toilets, etc.

Electrical plans – Locate light fixtures, switches, smoke detectors, receptacles and panels. Provide electrical symbols table, which includes GFCI.

Plumbing – Fixture table, locate water heater, show drains, water lines, gas lines and vents.

Mechanical – Exhaust fans, bathroom and dryer exhaust ducts, combustion air ducts and louvers, equipment specifications, duct layout and condensate lines.

The codes that are currently enforced by Lakewood Codes are listed below:

2000 Standard Building Code with local amendments

2000 Standard Plumbing Code with local amendments
2000 Standard Mechanical Code with local amendments
2000 Standard Gas Code with local amendments
2000 Metro Fire Code (NFPA 1)
2000 Life Safety Code (NFPA 101)
1999 National Electric Code with local amendments
1995 Model Energy Code Residential (4 stories or less)
1992 Model Energy Code Non-Residential
1998 ANSI A117.1 Handicap Code
1998 Metropolitan Comprehensive Zoning Ordinance
2000 International Residential Code with local amendments

City Manager	Mayor
Codes Compliance Officer	Date effective

City of Lakewood

Mayor: Ken Donoho
Vice Mayor: James Allen

City Manager R.C. White
City Recorder Virginia Moss

Commissioners: Tom Faulk • Harold Long • Louise Wooden

City Attorney: Louis Oliver, III
City Judge: Dan Alexander
Chief of Police: Steve Woodall

CITY OF LAKEWOOD
PLANNING COMMISSION SUBMITTAL FORM

DATE_____

PROJECT_____

CONTACT PERSON_____

PHONE NUMBER_____

A. Site Plan Fees

1. Site plan preview fee $500.00 plus $.15 per square foot (site development area) for non-residential buildings and $10.00 per dwelling unit.
2. Square footage fee:
   Square feet in project_____ multiplied by 0.15/sq ft.
   $_____ = $_____total.

B. Preliminary Subdivision Plat

1. Preliminary Plat Review Fee 10-25 lots
   $500.00 plus $25.00 per lot for construction plan review.
2. 26-50 lots $1000.00 plus $25.00 per lot for construction plan review.
3. 50 lots or more $2500.00 for overall plat review plus $25.00 per lot for construction plan review.
4. Final Subdivision Plat $100.00 plus $25.00 per lot.

C. Land-Use Plan Review

$250.00

3401 Hadley Avenue • Old Hickory, TN 37138 • (615) 847-8030 • (615) 847-2187 • (615) 847-3711

D. Rezoning request for all zoning districts except the Planned Residential (PR) and Planned Commercial (PC) Districts

$500.00

E. Rezoning request with Preliminary Master Plan for Planned Use Residential District or Planned Use Residential District or Planned Use Commercial District

$500.00 plus cost for traffic studies,

Storm water analysis, underground utility analysis, and landscape design analysis when required

$500.00

F. Board of Zoning Appeal

Request $50.00

City Manager	Mayor
Codes Compliance Officer	Date effective

City of Lakewood

Mayor: Ken Donoho
Vice Mayor: James Allen

City Manager R.C. White
City Recorder Virginia Moss

ommissioners: Tom Faulk • Harold Long • Louise Wooden

City Attorney: Louis Oliver, III
City Judge: Dan Alexander
Chief of Police: Steve Woodall

PLANNING/ZONING FEES

JUSTIFICATION
ACTION TO APPLICANT
WHEN PAYMENTS ARE DUE
ACCOUNTABILITY
FEE SCHEDULE
NOT CONNECTED TO SEWER FEES

Justification

The Board of Commissioners finds that there are certain expenses incurred by the City for the application of subdivision regulations, development plans, and zoning classification which must be met in processing applications for such changes.

ACTION TO APPLICANT

Revenue neutral fees shall be charged to each applicant presenting a subdivision of land, a change in zoning classification or a site development plan for approval.

WHEN PAYMENTS ARE DUE

Prior to initiating a response to any subdivision plat submitted pursuant to the subdivision regulations or to any change in zoning classification or any site development plan submitted pursuant to requirements of the zoning ordinance, the applicant shall pay to the City the fees established herein to cover the expected direct costs associated with processing of such application and the annual administration of these regulations. Full cost recovery (revenue neutral) fees set forth herein below shall be charged each applicant presenting a subdivision of land, a change in zoning classification or a site development plan for approval.

3401 Hadley Avenue • Old Hickory, TN 37138 • (615) 847-8030 • (615) 847-2187 • (615) 847-3711

ACCOUNTABILITY

The City shall maintain careful records of its costs of administering these regulations, and shall, by amendment to the regulations, endeavor to match application fees with average associated costs on a revenue neutral basis, reflecting the City's cost of administration experience hereunder.

FEE SCHEDULE

In pursuance of the purposes established by this section, the following interim fee schedule has been adopted.

1. Land-Use Plan

   $250.00

2. Rezoning Requests for all Zoning Districts, except the Planned Residential (PR) and Planned Commercial (PC) Districts

   $500.00

3. Rezoning Request with a Preliminary Master Plan for Planned Use Residential District or Planned Use Commercial District

   $500.00 plus cost for Traffic Studies, Storm Water Analysis, Underground Utility Analysis and Landscape Design Analysis when required.

4. Preliminary Subdivision Plat

   10-25 lots - $500.00 plus $25.00 per lot for construction plan review.
   26-50 lots - $1000.00 plus $25.00 per lot for construction plan review.
   50 lots or more - $2500.00 for overall plat review plus $25.00 per lot for construction plan review.

5. Final Subdivision Plat

   $100.00 plus $25.00 per lot

6. Site Plan

$500.00 plus $0.015 per square foot (site development area) for nonresidential buildings and $10.00 per dwelling unit.

7. Board of Zoning Appeals Request

$50.00

NOT CONNECTED TO SEWER FEES

The fees shall be paid at the time an application is made and as a condition for the processing of any application. The fees charged in this Ordinance are in addition to and separate from any fees charged for sewer development, sewer use or sewer rate fees as set forth in the Ordinances of City of Lakewood.

CITY MANAGER

MAYOR

CODES COMPLIANCE OFFICER

April 8th 2004
DATE EFFECTIVE

ZONING REVIEW CHECKLIST
Nonresidential and Multifamily Construction

APPLICATION #	PROJECT NAME:
MAP/PARCEL #	EXAMINER:

**A - Approved, D - Denied, I - Incomplete, P - Pending, C - Conditional **

Determine the use			
Property zoning	Overlay(s)	Surrounding Zoning	
Use Charts: P, PC, SE, A			

SITE CRITERIA

Subdivision Plat (Note any special requirements such as easements, setback restriction and etc.)				
Minimum lot size		Footprint		
FAR	%	Maximum	%	Requesting
ISR-Adjustments/ Slopes over 15%:	%	Maximum	%	Requesting
Street Setback/ Street Type(s):				
Side yard				
Rear yard				
Height standards		Number of Floors		

PARKING AND ACCESS -

Ramp location and number			
Distance to nearest existing ramp (minimum 30')			
Distance to intersections	50' minor street	185' arterial street	
	100' collector	250' controlled access ramp	
Required parking based on uses	Required	Providing	
Required loading based on uses	Required	Providing	
Surfacing over 5 spaces 1,750 sq. ft.			
Space sizes, aisle widths, angle data			
Queuing lanes			
Over 10 spaces 20' queuing at exit			
Number of compact spaces/%			
Number of handicapped spaces			
Sidewalks required	internal	public	

Required buffer yards	
Buffer yard adjustment	
Perimeter landscaping (can't be over future R.O.W.)	
Standard for 4 or more lanes	
Standard for less than four lanes	
Side lines adjacent to parking areas 5' minimum width with trees - 2.5' with tree islands	
Interior landscaping minimum 8% area	
Opaque fence adjacent to residential in parking area	
Screening around dumpsters (NO CHAIN LINK FENCE PERMITTED)	
Tree Density	

Chapter 17.16	Addresses those special features required for PC, SE, and A uses. All special requirements are to be reviewed as part of the zoning plan review and special features identified on plans.
Chapter 17.28	Environmental and Operational Standards. Chapter addresses development standards for environmentally sensitive lots and can require additional calculations. It also addresses the noise light, and other pollutions controls along with storage of flammable goods.
hapter 17.32	Sign Regulations. Sign permits are applied for on separate applications and are not part of the zoning review for building permit.
Chapter 17.36	This section outlines special restrictions and enabling language for overlay districts.
Chapter 17.40	Addresses the administrative provisions of the code along with powers of the Board of Zoning Appeals.

ZONING REVIEW CHECKLIST
One and Two Family

APPLICATION #	PROJECT NAME:
MAP/PARCEL #	EXAMINER:

**A - Approved, D - Denied, I - Incomplete, P - Pending, C - Conditional **

Determine the use	PUDR	Duplex	Single Family	
Property zoning - Surrounding zoning				
Use Charts: P, PC, SE, A				

SITE CRITERIA

Subdivision Plat				
Lot creation date				
Minimum lot size				
Size of residence and other structures				
Size:	Number of floors	Height		
	Heated and cooled	Square feet		
	Unfinished bonus room	Square feet		
	Garages square feet	Detached	Attached	
	Unfinished basements	Square feet		
	Uncovered decks	Square feet		
	Covered decks	Square feet		
	Porches	Square feet		
	Number of kitchens			
Front façade of principal on corner lots shall be oriented to the street with the shorter lot				

SETBACKS

Rear	
Sides	
Show easement location on site plan	
Show size and location of driveway on site plan	
Street classification	
Street setbacks	
Street setback based on base zoning	
Setbacks of principal residences on adjacent lots	
Corner lots and through lots	
All street classifications	
Designated front street	
Front street setback based on PUDR	
Front street setback based on base zoning	
Setbacks of principal on adjacent lots	
Setbacks of corner lot side street	
Setback of through lot rear street	
Required landscaping	
Street setbacks for principal structures in the Urban Zoning	
Do 2/3 or more of the principal structures along this block face meet the minimum street setback requirements If not, new principal structures shall be no closer to the street than the leading edge of front facade closes to street and no further than leading edge furthest from the street.	
Required parking spaces for a single-family or two-family dwelling unit; 8' X 20'..	
Required parking spaces may be placed end to end.	
Garage door opening to a public street shall be a minimum of 20' from the property line.	

LAKEWOOD CODES

BUILDING PERMIT EVALUATION / FEE SCHEDULE THROUGH $100,000

VALUE	PERMIT FEE	VALUE	PERMIT FEE	VALUE	PERMIT FEE
$ 1,000	$ 62.50	$ 48,000	$ 407.50	$ 95,000.00	$ 692.50
$ 2,000	$ 62.50	$ 49,000	$ 415.00	$ 96,000.00	$ 698.50
$ 3,000	$ 70.00	$ 50,000	$ 422.50	$ 97,000.00	$ 704.50
$ 4,000	$ 77.50	$ 51,000	$ 428.50	$ 98,000.00	$ 710.50
$ 5,000	$ 85.00	$ 52,000	$ 434.50	$ 99,000.00	$ 716.50
$ 6,000	$ 92.50	$ 53,000	$ 440.50	$ 100,000.00	$ 722.50
$ 7,000	$ 100.00	$ 54,000	$ 446.50		
$ 8,000	$ 107.50	$ 55,000	$ 452.50		
$ 9,000	$ 115.00	$ 56,000	$ 458.50		
$ 10,000	$ 122.50	$ 57,000	$ 464.50		
$ 11,000	$ 130.00	$ 58,000	$ 470.50		
$ 12,000	$ 137.50	$ 59,000	$ 476.50		
$ 13,000	$ 145.00	$ 60,000	$ 482.50		
$ 14,000	$ 152.50	$ 61,000	$ 488.50		
$ 15,000	$ 160.00	$ 62,000	$ 494.50		
$ 16,000	$ 167.50	$ 63,000	$ 500.50		
$ 17,000	$ 175.00	$ 64,000	$ 506.50		
$ 18,000	$ 182.50	$ 65,000	$ 512.50		
$ 19,000	$ 190.00	$ 66,000	$ 518.50		
$ 20,000	$ 197.50	$ 67,000	$ 524.50		
$ 21,000	$ 205.00	$ 68,000	$ 530.50		
$ 22,000	$ 212.50	$ 69,000	$ 536.50		
$ 23,000	$ 220.00	$ 70,000	$ 542.50		
$ 24,000	$ 227.50	$ 71,000	$ 548.50		
$ 25,000	$ 235.00	$ 72,000	$ 554.50		
$ 26,000	$ 242.50	$ 73,000	$ 560.50		
$ 27,000	$ 250.00	$ 74,000	$ 566.50		
$ 28,000	$ 257.50	$ 75,000	$ 572.50		
$ 29,000	$ 265.00	$ 76,000	$ 578.50		
$ 30,000	$ 272.50	$ 77,000	$ 584.50		
$ 31,000	$ 280.00	$ 78,000	$ 590.50		
$ 32,000	$ 287.50	$ 79,000	$ 596.50		
$ 33,000	$ 295.00	$ 80,000	$ 602.50		
$ 34,000	$ 302.50	$ 81,000	$ 608.50		
$ 35,000	$ 310.00	$ 82,000	$ 614.50		
$ 36,000	$ 317.50	$ 83,000	$ 620.50		
$ 37,000	$ 325.00	$ 84,000	$ 626.50		
$ 38,000	$ 332.50	$ 85,000	$ 632.50		
$ 39,000	$ 340.00	$ 86,000	$ 638.50		
$ 40,000	$ 347.50	$ 87,000	$ 644.50		
$ 41,000	$ 355.00	$ 88,000	$ 650.50		
$ 42,000	$ 362.50	$ 89,000	$ 656.50		
$ 43,000	$ 370.00	$ 90,000	$ 662.50		
$ 44,000	$ 377.50	$ 91,000	$ 668.50		
$ 45,000	$ 385.00	$ 92,000	$ 674.50		
$ 46,000	$ 392.50	$ 93,000	$ 680.50		
$ 47,000	$ 400.00	$ 94,000	$ 686.50		

City of Lakewood

Mayor: Ken Donoho

Vice Mayor: James Allen

City Manager R.C. White

City Recorder Virginia Moss

ommissioners: Tom Faulk • Harold Long • Louise Wooden

City Attorney: Louis Oliver, III
City Judge: Dan Alexander
Chief of Police: Steve Woodall

PERMIT FEE SCHEDULE
OTHER THAN BUILDING FEES

1. Demolition of a building or structure = $175.00
2. Blasting = $75.00
3. Certificate of Occupancy = $50.00

R.C. White
City Manager

Charles K Donoho
Mayor

Robert A Dowdy
Codes Compliance Officer

April 8th 2004
Date effective

3401 Hadley Avenue • Old Hickory, TN 37138 • (615) 847-8030 • (615) 847-2187 • (615) 847-3711