

Williamson County, Tennessee
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Department of
Community Development
2006 ANNUAL REPORT



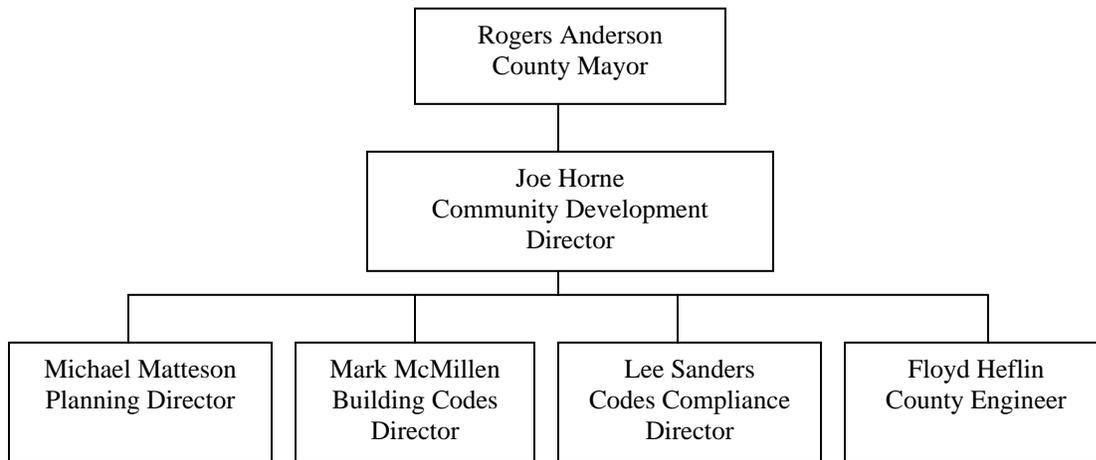
COMMUNITY DEVELOPMENT
BUILDING CODES
CODES COMPLIANCE
ENGINEERING
PLANNING

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Community Development

Introduction



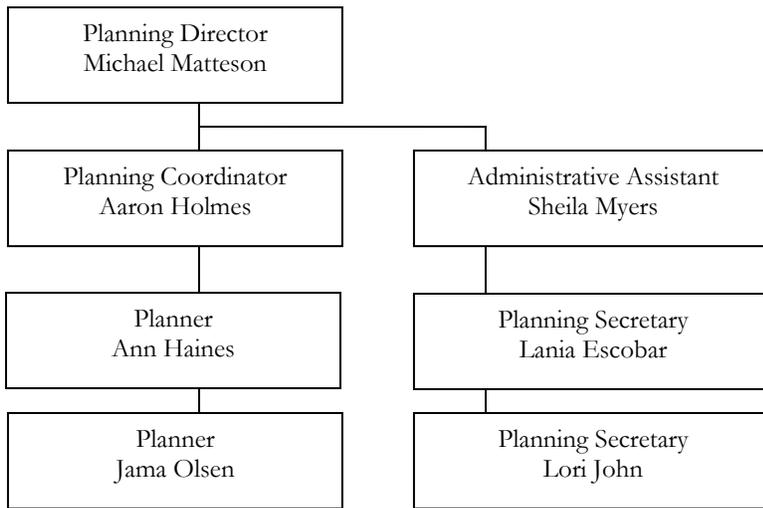
The Community Development Department provides the framework for planning and development services for the unincorporated portion of Williamson County. In a county undergoing the growth confronting Williamson County, it is important these services are integrated as much as practicable. The integration of these services allow not only for the provision of housing and related services to our community, but allow for the opportunity to monitor these markets and develop new techniques to mitigate the effects of this growth.

Planning & Zoning

Introduction

County Planning plays an integral role in maintaining the quality of development in Williamson County, which includes assisting developers and the general public in administering the Zoning Ordinance and other regulations. This Department is responsible for support of the County Board of Commissioners, the Williamson County Regional Planning Commission, the Highway Commission, and other boards that may require routine aid in administering and interpreting the Zoning Ordinance, the Subdivision Regulations, and the Flood Plain Regulations, and for any specific research that may arise.

The County's Planning Department is located on the 4th floor of the Williamson County Administrative Complex along with the Building Codes, Codes Compliance, and Engineering Departments. County Planning services are directed by Michael Matteson, Planning Director, who is assisted by Aaron Holmes, Ann Haines, and Jama Olsen.



Overview

The following is a summary of the activity for 2006. This statistical data will allow the Staff, the Planning Commission, the Board of Commissioners, and the general public insight into the amount of growth within this county.

Zoning Certificates

This form is the beginning of the planning process for both the general public and developers. For every inquiry, whether it be for a new home, addition to an existing home, a swimming pool or subdivision, a Zoning Certificate is required. This form serves two purposes. The first is to provide both the Staff and the applicant with a written record of the required procedure to achieve an approval. Secondly, this written record alleviates any misunderstandings between the Staff and the applicant.

When a request for a Zoning Certificate is submitted, the Staff pulls the property assessment card, confirms the zoning, the use that is currently on the property, and the floodplain status, if any. Staff will determine if the requested use can occur on the property, and if it is allowed, the applicant will be allowed to proceed. In some instances, the Plans Review process is required before the Staff can grant approval to any use. Plans Review provides each department, i.e. Building Codes, Codes Compliance, Engineering, Highway, Planning, and Sewage Disposal an opportunity to review the request to ensure it meets their requirements as well. Plans Review is held each Tuesday and Thursday.

As a general practice, “same day service” is the goal. However, per section 9230 of the Zoning Ordinance, the Staff may take up to three (3) days to approve a request for a single lot development, and up to thirty (30) days for multiple lot developments. The Staff attempts to make the wait for approval as short as possible in all instances.

In 2006, the Staff processed 2,228 Zoning Certificates. See Figure 1 below.



Figure 1

Map Amendments

There were no amendments to the Zoning Map made in 2006, i.e. requests to rezone property.

Text Amendments

In 2006 there were nine (9) amendments to different regulations utilized by the Planning Department. Many of these amendments go hand-in-hand, i.e. if one regulation is amended, another might have to be amended in order to achieve the desired result.

- There were four (4) amendments to the Williamson County Zoning Ordinance.
- There were three (3) amendments to the Williamson County Subdivision Regulations.
- There was one (1) amendment to the Williamson County Storm Water Regulations.
- There was one (1) amendment to the Williamson County Wastewater Regulations.

Major Subdivisions

Major subdivisions are defined as those consisting of five (5) or more lots. In this category, there are not only conventional subdivisions but Resource Conservation Developments (RCDs) and Planned Resource Conservation Developments (PRCDs) as well. The following table details the activity for this year. In 2006, 394 lots were approved within major subdivisions. See Table 1 below.

	Name	Section	Lots
1	Belle Vista	2	29
2	Owendale		13
3	Saddle Springs	7, 2A	9
4	Saddle Springs	5, 2A	9
5	Saddle Springs	6, 2A	4
6	Garrison Springs Estates		6
7	Brienz Valley	2	9
8	Brienz Valley	1	7
9	King's Chapel	2A	21
10	Peaceful Haven Farms		6
11	Beechwood Plantation		31
12	Durham Manor		49
13	2nd Additions at Legends Ridge		17
14	Crunck Estates		9
15	Stockett Creek	1	26
16	Stockett Creek	3	16
17	Stockett Creek	2	20
18	Hardwood Estates		7
19	Abington Ridge	2	33
20	Hilmon Estates		5
21	Silver Stream Farms	1B	64
22	Songbird Springs		13

Table 1

Minor Subdivisions

Minor Subdivisions consists of two (2) lots where there are no bondable improvements required. Staff has the discretion to review and approve these plats. In 2006, Staff approved 50 Minor Subdivisions consisting of 84 lots.

Plat Revisions

Plat Revisions that contain two (2) or fewer lots are subject to review and approval by the Staff. There are many different items that may be dealt with on a revised plat, such as a lot line shift. In 2006, Staff approved revisions to 78 plats.

Non-Residential Site Plans

The Planning Commission has reviewed a diverse range of non-residential site plans, which includes churches. In 2006, there were sixteen (16) non-residential site plans reviewed with a total of 71,956 square feet. Table 2 outlines those plans reviewed.

	Type	SF/Lots	Comments
1	St. Ignatius Orthodox Church	12,091	Revised Site Plan
2	Grace Chapel Church	N/A	Revised Site Plan
3	Locust Ridge Baptist Church	13,673	
4	Bellview Cumberland Presbyterian Church	4,240	
5	Yazdian Antiques	N/A	
6	Holy Cross Church	4,202	
7	Silver Stream Farms, Lot 169	528	Sales Trailer
8	Fernvale Community Church	762	Addition
9	Winstead Elementary School	5,888	
10	Grassland Middle School	N/A	Lighting Plan
11	Firefly Vineyards	11,390	
12	Berry's Chapel Church of Christ	10,150	Site Plan Addition for an Education Building
13	Grace Chapel Church	N/A	Parking Removal
14	New Hope Presbyterian Church	780	
15	Kurtz Nursery	8,252	
16	Harpeth Estates Pump Station	N/A	

Table 2

Conditional Uses

The Zoning Ordinance defines a conditional use as having some special or unique impact on the surrounding properties. Conditional uses are evaluated by the Planning Commission through the public hearing process. In 2006, the Planning Commission reviewed ten (10) conditional uses. Table 3 illustrates those reviewed.

	Type	SF/Lots	Comments
1	Hatcher Family Farm Store	750	
2	Jeffers Landscaping	3,828	
3	Reek Landscaping	1,280	
4	Noland Fencing	2,400	
5	Edmonson Landscaping	2,845	
6	Turnage Auto Repair	1,500	Denied
7	McIntyre Cabinet Shop	288	
8	First Presbyterian Equestrian Center	6,808	
9	Iron Cross	1,200	
10	Mid-American Distributors Temp. Fireworks Stand	N/A	

Table 3

Update to the Williamson County Comprehensive Plan

McBride, Dale, Clarion of Cincinnati, Ohio and the Staff are continuing its work to update the Williamson County Comprehensive Plan. In 2006, Randall Arendt gave a presentation regarding conservation subdivisions in addition to presenting other methods of preservation and conservation. This presentation was held at the Main Branch of the Williamson County Public Library on January 26th. In addition, there was one (1) more Public Input Session to present Chapters 3 and 4 to the Update as well as to solicit input from the general public. These Input Sessions were once again held at Hillsboro Elementary, Page Middle, and Grassland Middle Schools in July. The completed draft of the Plan is expected in late spring/early summer of 2007.

Department Goals for 2007

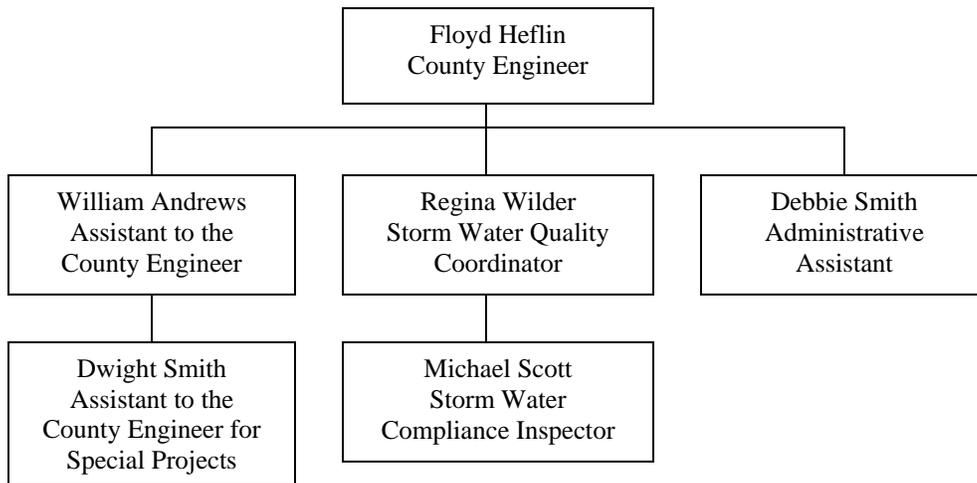
The Planning Department has established a number of goals for the coming year. Chief among these goals is completing the Comprehensive Plan update. This update will articulate a refined vision for the future growth and development of the unincorporated County. Additionally, the Department will begin planning efforts to implement the updated Plan, which will likely involve updates to the Zoning Ordinance, Subdivision Regulations, and Major Thoroughfare Plan.

Engineering

Introduction

County Engineering plays a prominent role in maintaining the quality of development in Williamson County while assisting developers and the general public in interpreting development regulations and implementing their requirements. This Department is responsible for support to the County Commission, Storm Water Appeals Board, Highway Commission, Planning Commission, and other boards for the routine processes of administering and interpreting the Storm Water Management Regulations, Subdivision Regulations, Zoning Ordinance, FEMA (Federal Emergency Management Agency) Regulations, engineering practices, and for specific research as the need arises.

County Engineering is located in the Community Development along with the Building Codes, Codes Compliance, and Planning Departments. Engineering activities are directed by Floyd Heflin, P.E., County Engineer, who is assisted by William Andrews, Regina Wilder, Dwight Smith, Michael Scott, and Debbie Smith.



Overview

The Engineering Department is an integral part of the Community Development team. One of the main duties of the Department is to review and approve all construction plans for new development. This review now includes storm water quality requirements imposed by our Municipal Separate Storm Sewer System (MS4) permit with the Tennessee Department of Environment and Conservation (TDEC), Division of Water Pollution Control. Letters of credit for these proposed construction projects are also estimated and established. When on-site storm water detention is neither possible nor practical for these developments, funds in-lieu-of detention are estimated, levied, and placed in an account for use on community storm water management projects of greater magnitude. Field inspections and status reports on work in progress are also performed on a regular basis.

Other responsibilities vary from coordination of infrastructure testing and outside consultants to assisting County residents with drainage and erosion control issues. Additionally, traffic and roadway issues, floodplain management, storm water enforcement, and various engineering-related concerns are addressed daily. The Engineering Department coordinates with the Highway Department, as required, concerning new development affecting County maintained roadways. Land Disturbance permits are also issued from the Engineering Department after review and approval of grading, drainage, and erosion control plans. 2006 Engineering revenue is shown in Figure 2 below.

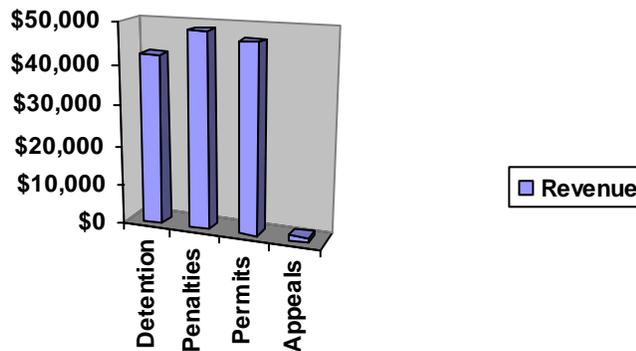


Figure 2

Surety

The Engineering Department establishes surety amounts for roads, drainage, and erosion control. Letters of credit for new development are received at the final plat stage as required by the Planning Commission. Letters of credit help insure proper performance during construction and high infrastructure quality upon completion. Currently, the Engineering Department holds letters of credit totaling \$7,779,000 for roads, drainage, and erosion control. In 2006, 2.822 miles of roadway were released from surety and accepted by the Highway Commission and County Commission for addition to the County road system. William Andrews coordinates the assessment and review of infrastructure surety.

Land Disturbance Permits

2006 was the first full year of fee collection under the Storm Water Management Regulations that went into effect 01/01/05. Any activity disturbing more than one (1) acre of land must provide a site specific erosion control plan and obtain a land disturbance permit. Additionally, individual lots less than one (1) acre of size which are part of a larger plan of development are also regulated if the entire development disturbs more than one (1) acre of land. During 2006, 263 permits were issued for individual lots at a cost of \$150 per permit, while 24 permits were issued for subdivisions or non-residential site plans at a cost of \$300 per permit. Total Land Disturbance Permit fees equaled \$46,650.

Blasting Information

Although no permit is issued by the County, applicants are required to disclose the purpose and extent of blasting activity, when the blasting will occur, and how the blasting will be supervised. Relevant safety measures required to protect the surrounding property owners from sustaining damages should also be discussed. The applicant is also required to provide this office with a Certificate of Insurance stating the extent of their coverage. Blasting is regulated by the State Fire Marshal's Office.

Floodplain Management

A continuing effort is being made to address and improve challenges associated with floodplain management. The Engineering Department assists the public on a daily basis concerning floodplain inquiries. We were again required to revise our floodplain regulations in 2006 following a FEMA re-mapping of the County and its incorporated jurisdictions. The new flood maps were initiated by FEMA as part of their flood map modernization program. Community maps are systematically being revised and updated to a more accurate digital format. The maps for Williamson County became effective on September 29th and represent the best available information for assessing flood hazards utilizing the increased accuracy of topographic information gathered in 2000. These maps have also included detailed flood elevation information for certain tributaries which were previously shown as "A" zones lacking specific flood elevations.

Storm Water Quantity

The Zoning Ordinance and Storm Water Management Regulations require the identification and evaluation of potential storm water impacts from increased run-off associated with new development. Often times it is necessary for the designer to incorporate facilities that provide for the attenuation of storm water discharges to pre-development levels. Detention facilities are engineered devices that insure that the rate (and to some extent the volume) of storm water run-off is no greater after development than it was prior to proposed construction. There are occasions where detention is not advantageous at a particular site within a drainage basin. When it is determined that detention at the project site is not a suitable Best Management Practice (BMP), funds in-lieu-of detention are levied against the development. These funds are collected and placed into an escrow account to be used on regional projects that benefit the County as a whole. \$42,253 was collected in 2006.

Examples of areas where these funds could be utilized are summarized as follows:

- Federal cost sharing programs with the Corps of Engineers to study potential locations for regional detention facilities, flood gages, or other storm water management facilities;
- Professional fees for verifying data, establishing floodplain information, and developing storm water management programs;
- GIS and watershed modeling; and
- Maintenance of existing regional storm water facilities.

Storm Water Quality and Erosion Control

Williamson County is required by the Tennessee Department of Environment and Conservation to have a Phase II National Pollutant Discharge Elimination System (NPDES) MS4 permit for storm water. Requirements of the permit include controlling construction site runoff and illicit discharges. Other components involve public education, community involvement, and enforcement. \$48,580 in storm water penalties were collected during 2006.

Permit compliance is managed by Regina Wilder who also coordinates the agenda of the Storm Water Appeals Board. This Board meets monthly as needed to hear appeals of the Storm Water Management Regulations. Twelve appeals were heard in 2006 representing \$1,200 in application fees.

Department Goals for 2007

It is the desire of the Engineering Department to work in a cooperative effort with other Departments, elected officials, and County residents. We intend to continue to promote and protect the health, safety, and welfare of all citizens and to enhance the environment and infrastructure of Williamson County.

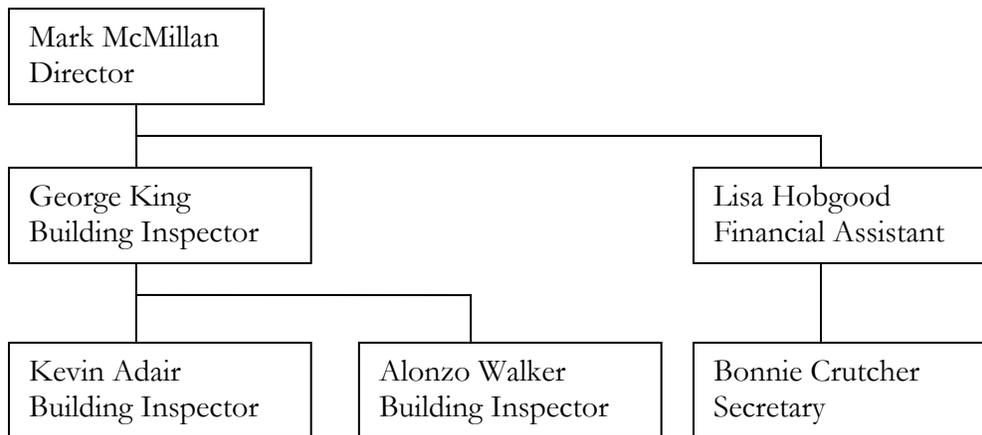
Department of Building Codes

Introduction

Serving a key role in the development of Williamson County, the Department of Building Codes insures that all construction within the unincorporated areas of the County meet current building codes adopted by the Board of Commissioners.

Organization

Building Codes is located in the Community Development Department along with Codes Compliance, Engineering, and Planning. Building Codes is directed by Mark McMillen, who is assisted in the field by Inspectors George King, Alonzo Walker and Kevin Adair. Office assistance is provided by Lisa Hobgood and Bonnie Crutcher.



Building Permits

Williamson County continues to grow at a strong rate. Much of this growth has occurred in the southern part of the County as well as in the northeast near Nolensville. Even with annexation, the total number of permits increased by 30. The total number of permits in 2006 was 895 with a total valuation of \$241,139,825.58 (including 448 permits for new construction having a total valuation of \$170,702,115.85) which generated an excess of 6,158 inspections that were performed. Total permits for 2005 were 865 with a total valuation of just over \$221,088,903.25 (including 440 permits for new construction having a total valuation of \$187,599,197.00). The following chart indicates the number of issued permits and valuation for the past four years for all categories for which permits are issued within the County.

(See Figures 3 and 4.)

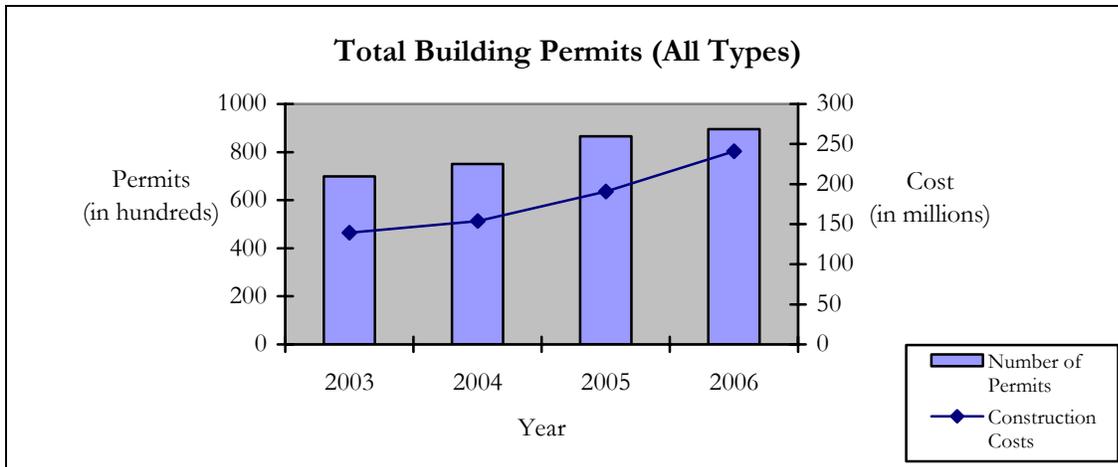


Figure 3

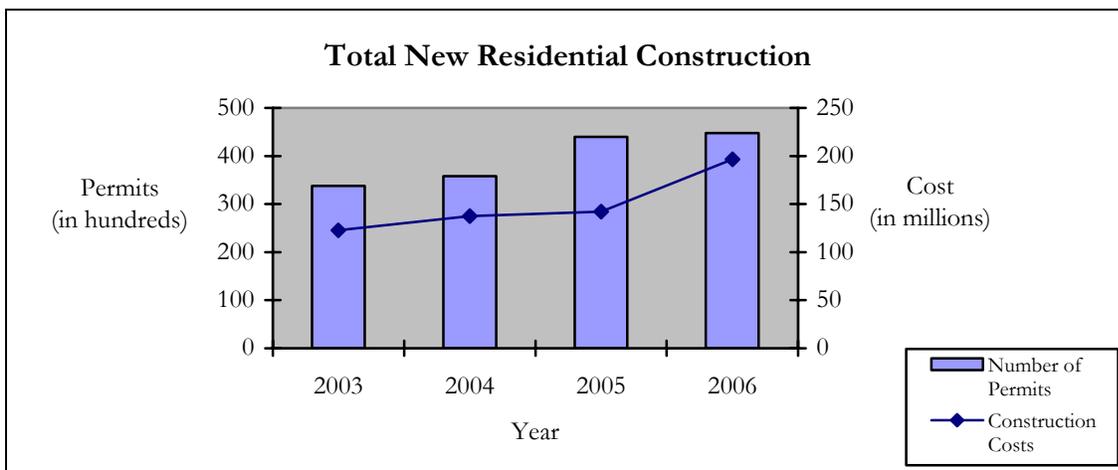


Figure 4

Adequate Facilities Tax

Officially referred to as Privilege Tax, this tax is assessed on new residential and commercial structures to offset the cost of growth on the County's infrastructure. Building Codes has the responsibility of assessing and collecting this tax for both the unincorporated area of the county as well as for the cities of Brentwood, Franklin, and Spring Hill. These funds, once collected, are deposited with the County Trustee.

All new County residential construction is assessed at \$1.00 per square foot, including areas that may be completed at a later date. Areas not included are unfinished basements, garages, carports, porches, and accessory structures. All County commercial structures under roof are computed at \$0.34 cents per square foot. This includes areas such as bank drive thrus, covered service station islands, and material storage areas. City residential construction is also assessed at \$1.00 per square foot. The distributions of residential and commercial revenues are listed in Table 4, and Figures 5 and 6 below.

County Residential Revenue Distribution	
Purpose	Amount
Schools	\$0.70
Roads	\$0.20
Parks/Rec	\$0.08
Fire Protection	\$0.02

Commercial Revenue Distribution	
Purpose	Amount
Roads	\$0.30
Fire Protection	\$0.04

City Residential Revenue Distribution	
Purpose	Amount
Schools	\$0.92
Parks/Rec	\$0.08

Table 4

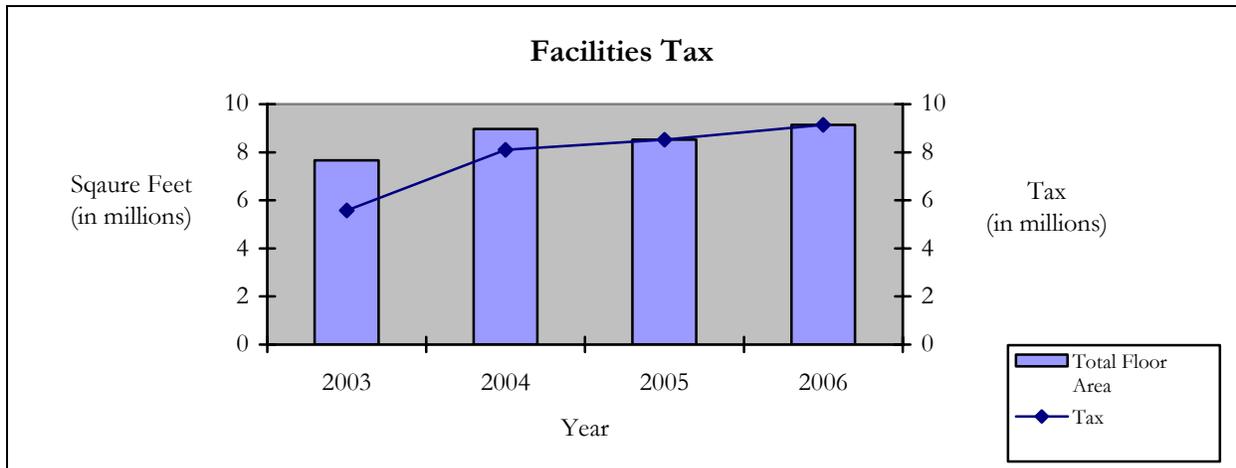


Figure 5

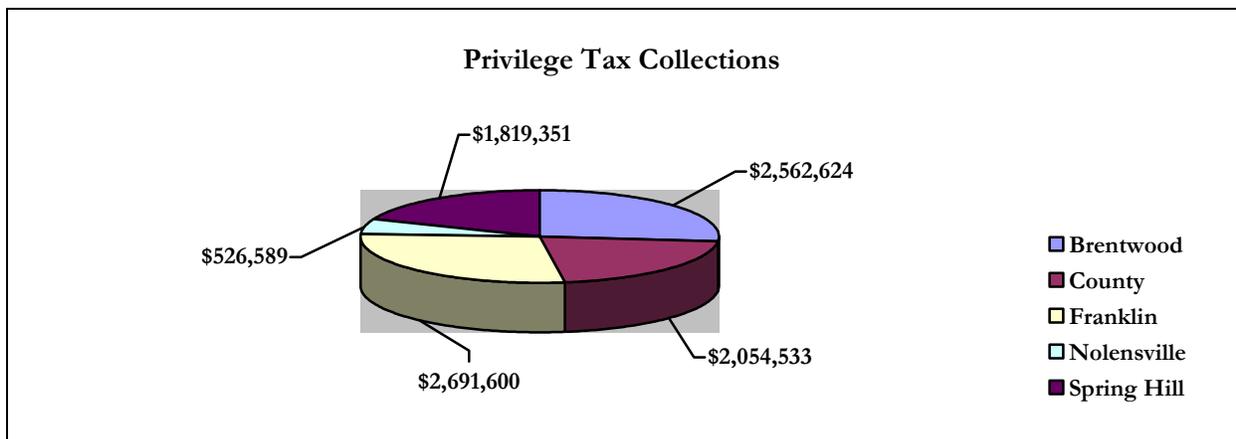


Figure 6

Analysis

Continued growth of residential and commercial construction activity in Williamson County is anticipated for 2007. Building Codes will endeavor to insure the quality of construction of both residential and commercial while meeting these demands.

Department Goals for 2007

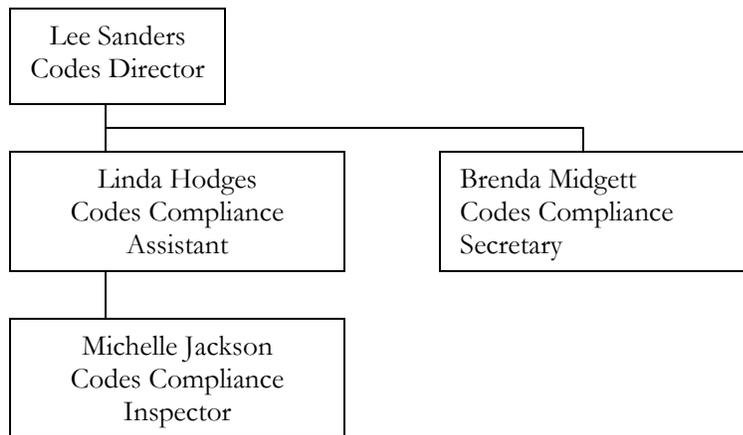
In the year 2007, the Building Codes Department will strive to ensure public safety and improve communications with contractors regarding the current building codes while developing quality homes. In an effort to be more consistent with enforcement codes, we have adopted the 2006 version of the International Code.

Codes Compliance

Introduction

Codes Compliance plays a vital role in maintaining the quality of life in Williamson County, assisting developers and the general public with negotiating zoning and other regulations to the mutual benefit of both. This Department is responsible for support of the Board of Zoning Appeals and other boards for the routine processes of administering and interpreting the Zoning Ordinance, Subdivision Regulations, and Flood Plain Regulations, and for specific research as the need arises. Codes Compliance is the enforcement branch of Community Development.

Codes Compliance is located on the 4th floor of the Administrative Complex, along with the Building Codes, Planning, and Engineering Departments. Codes Compliance activities are directed by Lee Sanders, Codes Director, who is assisted by Linda Hodges, Michelle Jackson, and Brenda Midgett.



Board of Zoning Appeals Members for 2006

Dave Ausbrooks - Chairman
Ed Jagers - Vice Chairman
Steve Wherley - Secretary
Don Crohan - Representing the Planning Commission
Sue Workman - Regular Member

Board of Zoning Appeals

The Board of Zoning Appeals has three distinct powers: to interpret the Zoning Ordinance for appeals to the decisions of the enforcing officers; to authorize specific Special Use permits; and to grant variances from the application of certain requirements of the Zoning Ordinance. The Codes Compliance Director is responsible for preparing the agenda and maintaining the records of the Board of Zoning Appeals. See Table 5 for a summary of appeals cases below.

Board of Zoning Appeals Cases	2002	2003	2004	2005	2006
Total Agenda Items	23	26	26	23	16
Variances	9	10	14	13	9
Appeals	0	0	1	2	2
Special Uses	10	9	9	7	2
Other	3	6	1	0	2
Old Business	1	1	1	1	1

Table 5

Special Uses

As stated, one of the powers of the Board of Zoning Appeals is to authorize specific Special Use permits. Special Uses are those uses which have some special impact or uniqueness. Since their effect on the surrounding environment cannot be determined in advance, further review to weigh their impact is required. See Table 6 below for a summary of appeals.

Special Uses by Category	2002	2003	2004	2005	2006
Mobile Home as Temporary Residence	2	2	2	2	0
Accessory Dwelling	5	4	3	0	0
Farm Employee Housing	0	3	1	0	0
Communications Tower	1	0	2	0	0
Events of Public Interest	N/A	N/A	N/A	5	2
Family/ Adult Day Care	2	0	1	0	0

Table 6

Inspections

The Codes Compliance Department is also responsible for numerous inspections and related enforcement. Some of these inspections are based on building permit activity and some are initiated from complaints received from the public. Compliance inspectors are expected to initiate inspections of violations and non-permitted construction as they patrol the county. See Inspection activity in Table 7 below.

Activity	2002	2003	2004	2005	2006
Complaints Logged	175	199	218	198	209
Complaints/ No Violation Cited	49	57	65	74	92
General Code Violations= Complaints – No Violations	126	31	63	115	117
Cases Closed This Year	192	168	177	205	195
Court Appearances	3	0	0	2	6

Activity	2002	2003	2004	2005	2006
Signs Removed	377	369	388	341	351
Sign Violation Notices	74	98	117	97	62
Sign Permits	123	119	88	96	69
Overgrown Lot Cases	17	17	14	13	10
Overgrown Lot Inspections	0	0	0	0	45
Pool Permits	N/A	N/A	N/A	N/A	109
Pool Fence Inspections	160	167	224	299	317
Mobile Home Permits	N/A	N/A	N/A	N/A	27
Mobile Home Inspections	64	35	69	62	133
Junk Car Cases	36	30	36	20	18
Junk Car Inspections	N/A	N/A	N/A	N/A	76
Zoning Advisory Letters	29	19	27	21	16
Department Phone Calls	1486	1686	1710	1712	2420
Permits Reviewed	N/A	1253	1343	1388	1386

Table 7

Department Goals for 2007

The Codes Compliance Department intends to continue the fair and equitable administration and enforcement of the ordinances and plans adopted by the Williamson County Board of Commissioners.