

3.120. Plot plan requirements.

- A. Three hard (3) copies and One (1) digital of all proposals (applications for building permits) for the construction or location of one (1) or more principal structures on a lot (with the exception of single-family and two-family dwellings in single ownership), shall be submitted to the office of the building inspector no later than twenty (20) days prior to the next regularly scheduled meeting of the planning commission at a scale no smaller than 1"-60', showing contours at five (5) foot intervals; required automobile storage areas; sidewalks abutting all public streets; a graphic cross-section of any on-site paving that is required; servicing sewer and water utilities with reference to location, availability, compatibility, and easements; the location of servicing fire hydrants in relation to minimum locational standards, as well as in relation to possible impediments such as driveways, buildings, structures, and landscaping which may obstruct access for other fire apparatus equipment; loading and unloading spaces; maneuvering areas; openings for ingress and egress to public streets; the location of the centerline, the right(s)-of-way, and the edge of pavement of existing streets, as well as the location of existing curbing where applicable; the total square footage of all on-site paved area; the location of all on-site landscaping, and a tabular listing thereof as per Section 3.140; the enumeration by type and caliper size of endangered tree species and/or protected tree species along with a tabular listing and graphic layout of any required replacement and supplemental trees as regulated in Section 3.150 herein; the location of and tabular enumeration in terms of acreage of areas containing slippage soils, steep slopes, and sinkholes as regulated in Sections 3.160 - 3.180 herein as well as the placement of a notation on the plot plan that the applicable provisions have been satisfied; a proposed drainage plan; the density of development or the required open space; the number of stories (all residential and commercial structures three (3) or more stories in height must have their plans approved by the State Fire Marshall's Office); the number of dwelling units per acre if applicable; all required building setbacks and other yard requirements; as well as a location map showing the relationship of the proposal to scale, to other development, land uses, and streets.
- B. Proposals for planned developments and mobile home parks shall follow separate provisions outlined in Article V, Section 5.060 and Article IV, 4.080, in this ordinance.
- C. The above applications must be supported by any other information or data as might be deemed necessary by the Ashland City Municipal Planning Commission.
- D. All plot plans shall be prepared and stamped by an individual licensed and certified by the State of Tennessee to perform such design service as is required above.
- E. Performance bonds or letters of credit for plot plans shall be provided according to the following provisions:
  1. All plot plans presented for review and approval to the Ashland City Municipal Planning Commission shall present the planning commission with a document indicating an intent to file a performance bond or letter of credit for improvements shown on the site in the amount of one hundred and ten

(110) percent of cost of said improvements. Such document shall be approved by the city engineer, or other specified city employee. It shall specify the amount of such bond or letter of credit by specific type of on and or off-site improvements required, i.e., drainage requirements, landscaping, paving, utilities, etc.

2. Said improvements shown on the plot plan may include, but are not limited to, existing road improvements, buffer strips, proposed road construction, parking aisles, parking spaces, driveways, sewer and water extensions or connections, tiles, culverts, drainage ways including catch basins, or any other improvements required by the planning commission before the plot plan is approved.
3. The performance bond or letter of credit must be payable to the Ashland City Mayor and City Council.
4. The performance bond or letter of credit shall be retained for a period of one year from the issuance of the building permit which pertains to the approved plot plan. However, if improvements have been made within the one year period, the Mayor and City Council may release the bond after the inspection of all required improvements, and approval of those improvements by the planning commission, or its authorized representative, the city engineer. If improvements have not been installed in a satisfactory manner, the Mayor and City Council of the Town of Ashland City shall cash the performance bond or letter of credit to facilitate the completion of such improvements.

F. The approval of any plot plan (site plan) granted under the provisions of this section (Section 3.120) shall become expired in any situation wherein a building permit has not been officially obtained within one (1) year of the official approval of said plot plan (the date wherein the planning commission approved said plot plan). Any application for a building permit for any land use depicted on an approved plot plan which is made beyond a year after the approval of such plot plan shall be denied and no such permit shall be granted until a new plot plan is prepared and approved by the planning commission under all the terms established within Section 3.120, of this ordinance. Any such resubmittal shall be stamped by the preparing professional utilizing the current date.

G. Where the application for a Commercial project is located on property previously zoned Commercial with a nonconforming use, i.e., zoned Commercial but occupied as Residential, a Site Plan shall be submitted to the Building Official for review. Upon submission of a Site Plan meeting all requirements, a permit for the proposed project may be issued by the Building Official provided all other requirements of the Zoning Resolution are met.

## H. Site Plan Exceptions

### Exceptions

Minor additions or alterations may be reviewed by staff without referral to the Planning Commission provided that such addition would have minimal impact on the existing site. The maximum size of any permitted minor addition of this section shall be cumulative of all such additions. All such minor additions shall meet the following conditions in order to be reviewed by staff without referral to the Planning Commission.

1. Additions or alterations to buildings in industrial districts of no more than twenty-five (25) percent of the size of the building(s)
2. Additions or alterations to buildings in commercial districts of no more than twenty-five (25) percent of the size of the building(s)
3. That there is compliance with the landscaping and parking requirements for increased building size or change in use for those structures meeting the requirement of (1) and (2) above. In cases where landscaping must be removed for construction equal area and equivalent plantings shall be installed in a manner similar to that prior to construction.
4. Applicants for development under the terms of these exceptions shall submit for review such information necessary as determined by the Building Official to ensure compliance with the requirements of this ordinance, including but not limited to landscape, parking, and building construction plans.