

# **Hamblen County Planning Commission Agenda**

**November 7, 2022**

## **4:00 Workshop-**

**1. Call to order and approval of the minutes**

**2. Public Comments**

## **3. Site Plan Approval**

a.) Russellville Whitesburg Utility-5908 Old Russellville Pike (03-019I-C-010.00 C-1)

b.) Shari Winburn-1166 Pullen Road Whitesburg 37891 (04-027-034.00 A-1)

## **4. Other Business**

a.) 2023 Meeting Schedule

b.) Refund Request-Charles/Renee Johnson

## **5. Adjournment**

# **Hamblen County Board of Zoning Appeals Agenda**

**November 7, 2022**

**1. Call to order and approval of the minutes**

**2. Public Comments**

## **3. Administrative Interpretation**

a.) Don Johnson-Old Kentucky Road Morristown 37814 (03-017K-A-011.00 R-1)

Mr. Johnson is requesting the board to grant approval for the existing  
Garage/Storage Building to change the use to a Residential House.

## **4. Other Business**

## **5. Adjournment**

**Minutes**  
**Hamblen County Planning Commission Meeting**  
**October 3, 2022**

**Members Present**

John Hofer, Chairman  
Charles Anderson, Vice Chairman  
Kyle Hale, Secretary  
Bill Hicks  
Edgar Gray  
Thomas Doty  
Rodney Long

**Staff**

Josh Cole, City Planner  
Tina Whitaker, Office Manager  
Donna Massey, Administrative Assistant  
Lindsey Horn, Clerical Assistant  
Tommy McKinney, Codes Enforcement Officer  
Darrell Chase, Building Inspector

**Planning Commission Workshop**

- **New Commissioners**

Planning Commission Chairman John Hofer introduced the two new commissioners: Thomas Doty and Rodney Long.

- **Pending Regulations - Tina Whitaker**

Office Manager Tina Whitaker provided a list of pending regulations that need to be discussed and potentially adopted/amended. This non-exhaustive list includes: Recreational Vehicle/Camper Definitions, Campground Regulations, Solar Farm Regulations, Crypto-Mining Regulations, Short Term Rentals, Conex Storage Units, Dog Kennels, Cell Tower, etc.

- **Conex Boxes as Storage Units/Accessory Buildings**

Another Conex box is on the agenda for tonight and some discussion needs to happen prior. The board referenced a previous request – that of Eric Renfro – who had brought in pictures to show how he planned to improve the aesthetic of his conex boxes to make it look more like an accessory building. Staff wants to know what the board wants to do about conex boxes as more are being requested on permits and not all will look like Mr. Renfro's. Mr. Bill Hicks asked if the property is in a subdivision. Tina confirmed that it is. This is one reason why she brought it to the board, as she worried there might be complaints about the appearance.

It was pointed out that Mr. Renfro has not begun work on his conex boxes, so we have no real-life frame of reference to utilize. The board has previously required conex boxes to have siding and a roof. Mr. Thomas Doty asked what the city's regulations are on conex boxes. Tina replied that she wasn't sure and that she wanted to know if the commissioners wanted to establish guidelines and regulations.

Mr. Rodney Long requested clarification that we cannot make people paint the boxes but we can require them to put siding on them. Tina confirmed this. Mr. Kyle Hale asked if we required the previous requests to make their boxes match and was informed the board “requested” it but did not “require” it.

Subdivisions usually have regulations that determine color of conex boxes. Mr. Hicks asked if the board can’t ask that other boxes look like Mr. Renfro’s. It was again asked if we could legally require certain colors and Tina answered that she didn’t think we could legally ask that of the homeowners. Tina also informed the board that older subdivisions most likely won’t have regulations regarding conex boxes but that some newer ones may state types of materials that are/aren’t allowed. Mr. Hofer clarified that the board can direct people to check their subdivision regulations. Tina reiterated that older subdivisions may not have that regulation in place.

Tina informed the board that our regulations do not state what accessory buildings have to look like. Tommy asked if we should seek legal counsel on aesthetic regulations. Tina replied she’d rather consult with city planners Josh Cole and Lori Matthews. They always advise to follow up things like this with regulations so there is consistency and she’d like their opinion on how to move forward. Mr. Hofer asked if she had already spoken with them and Tina replied that she had not which is why this request is under other business on the Board of Zoning Agenda.

- **Industrial Zones for Crypto-Mining**

Mr. Charles Anderson asked if a map had been created showing the Industrial zones that can be used for crypto-mining. Tina confirmed a map has been made showing those locations. Tina also confirmed that materials now being used in these mining farms are addressing the potential noise complaints that might arise from them. County Commissioner Chris Cutshaw, who was in attendance in the audience, informed the board that he’d heard that some plans regarding crypto-farms might be on hold for a time as the crypto market has recently taken a negative turn.

- **Written Legal Advice from Attorney**

Mr. John Hofer mentioned that in the past the board and/or office staff would receive written legal advice from the county attorney so that it could be filed and referenced when needed. Staff does not receive any written legal opinions anymore, but Mr. Hofer thinks it would be good to start that up again so that we know what we legally can and cannot do. Tina agreed stating that she wants the commissioners to have confidence in the legality of decisions they vote on.

### Call to Order and Approval of the Minutes

Mr. Hofer called the Planning Commission meeting to order.

Mr. Hofer asked if there were any comments from the public. Upon hearing none he continued to the approval of the September 2022 minutes. Mr. Anderson made a motion to approve the September 2022 minutes. Mr. Hicks seconded the motion. All were in favor; motion carried.

### Rezoning Request

- **Ricky and Virginia Maiden – St. Clair Rd./Old Russellville Pike (03-019-020.16)**

Virginia Maiden represented this request. They thought the property was residential when they purchased it but it is actually commercial. They would like to sell the property, and have had plenty of interest, but buyers only want the property if it is residential. With a change from C-1 (Commercial) to A-1 (Agricultural) the property could still have some use as a business. The city planners recommend approving this request.

Mr. Gray made a motion to rezone the property from C-1 (Commercial) to A-1 (Agricultural). Mr. Hale seconded the motion. All were in favor; motion carried.

### Other Business

A memo from Mayor Brittain asked if the county commissioners would like to request a pay increase. The memo stated that the commissioners will receive an addition \$50/month increase and the chairman will receive a \$100/month increase. Mr. Anderson made a motion to add this item to the agenda under Other Business. Mr. Hale seconded the motion. All were in favor; motion carried.

Mr. Anderson made a motion to request the pay increase that is listed on the memo, attached. Mr. Gray seconded the motion. All were in favor; motion carried.

### Adjournment

With no other business to conduct, Mr. Hale made a motion to adjourn the meeting. Mr. Rodney Long seconded the meeting. All in favor; motion carried.

## Planning Commission Application

Prior to a subdivision (major or minor), rezoning, and/or site plan (preliminary or final plat approval) request being placed on the Planning Commission agenda, the applicant must furnish the following information:

Date: Oct. 7, 2022

Name of Property Owner: Russellville Whitesburg Utility District  
Mailing Address: Box 127 City/State/Zip: Russ. TN 37860  
Telephone: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Name of Applicant: Russellville Whitesburg Utility District  
Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Telephone: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Name of Agent (if applicable): Hale Construction (ED HALE)  
Mailing Address: P.O. Box 11674 City/State/Zip: 37816  
Telephone: (Home) 423-312-8475 (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_  
E-Mail Address: ed@haleconstructioninc.com

Property Information: Street Address: 5908 Old Russellville Pike 37860  
County Tax Map: 019I Group: C Parcel(s): 010.00 Current Zoning: C-1  
Parcel Size: \_\_\_\_\_ City/U.G.B.: N/A  
Existing Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Nature of Request: (please check)

- ☐ Right-of-Way/Alley Closure (State reason for request): \_\_\_\_\_  
☐ Subdivision: Name: \_\_\_\_\_ Acres/Lots: \_\_\_\_\_  
Subdivided Into \_\_\_\_\_

☐ Concept Plan Approval ☐ Preliminary Plat Approval ☐ Final Plat Approval ☐ P.U.D. Approval

☐ Zoning Classification Change (\$75.00 Fee): From \_\_\_\_\_ To \_\_\_\_\_

☐ Other Request: Site Plan Approval \$50.00 pd 10/18/22

Submit site plans, surveys, special fees, or other items as required for review.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This application will not be accepted unless all information is complete. If a question is not applicable, please draw a line through the space provided or mark "n/a" (not applicable).*



# The City of Morristown

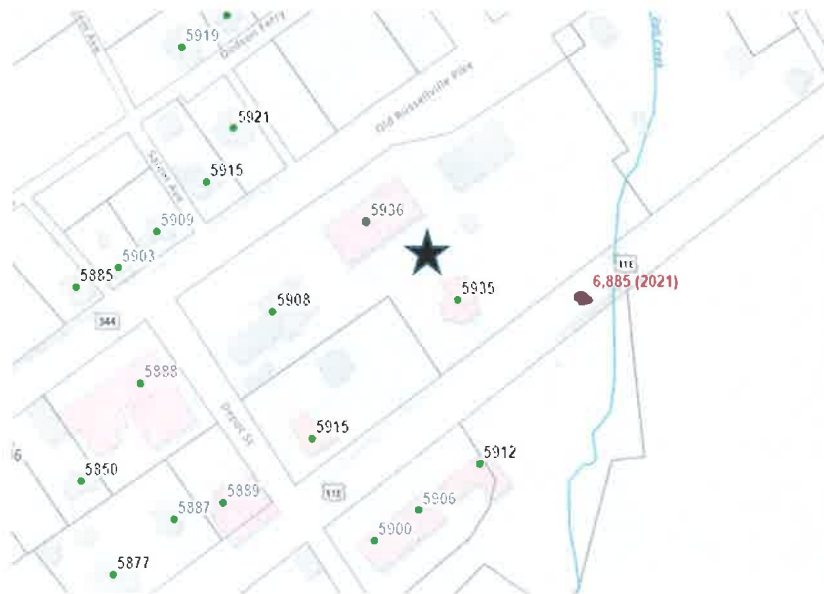
## Community Development & Planning



TO: Hamblen County Planning Commission  
FROM: Josh Cole, City of Morristown Senior Planner  
DATE: November 7<sup>th</sup>, 2022  
SUBJECT: Site Plan Request  
Russellville-Whitesburg Utility District

### **BACKGROUND**

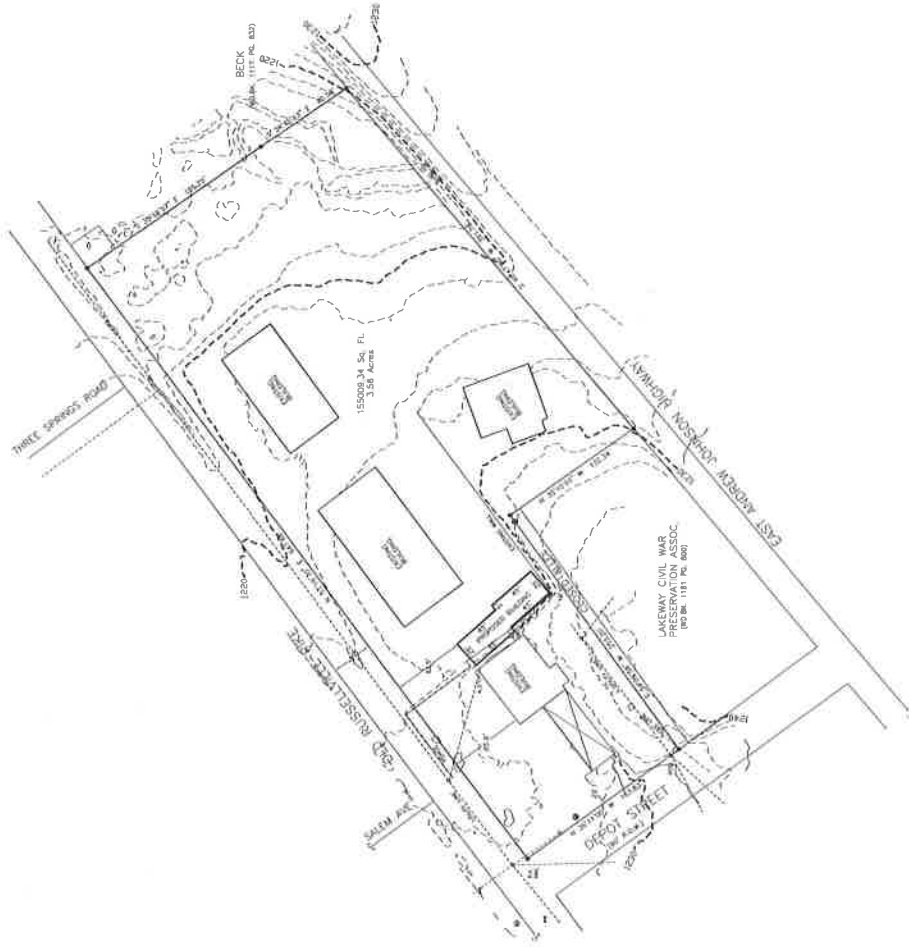
A site plan has been prepared by surveyor Rick Kent on behalf of the Russellville-Whitesburg Utility District located at 5935 E. Andrew Johnson Highway. The plan is showing the addition of a proposed accessory building that is approximately 2,250 square feet (25' x 90'). As can be seen in the site plan, this building will be constructed just slightly off the existing building that is located the closest to Depot Street.



### **RECOMMENDATION**

The proposed plan does appear to meet the requirements set forth in the zoning ordinance. Staff recommends approval of this request.

However, as is the case with all new buildings, the developer/contractor will need to obtain approval from the Building Official prior to construction in order to ensure it meets all building code requirements such as the structure being located very close (~4') to the existing building and to an existing wall on site.



**RUSSELLVILLE  
WHITESBURG  
UTILITY DISTRICT**

Roll 2 Kent

[illegible]









Show search results for dep...

Parcel ID: 0320191 C 01000

Property Owner: RUSSELLVILLE WHITESBURG  
Subdivision:

Lot:

Acreage: 3.28  
Mailing Address: BOX 127, RUSSELLVILLE, TN,  
37860

[View Property Card](#)

[Zoom to](#)

...

## Planning Commission Application

Prior to a subdivision (major or minor), rezoning, and/or site plan (preliminary or final plat approval) request being placed on the Planning Commission agenda, the applicant must furnish the following information:

Date: Oct 6, 2022

Name of Property Owner: Shari Winburn

Mailing Address: 1051 Jarrell-Ray Rd. City/State/Zip: Whitesburg, TN 37891

Telephone: (Home) 423-327-3502 (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail Address: shwin3@yahoo.com

Name of Applicant: Same

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Name of Agent (if applicable): Same

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Property Information: Street Address: 1166 Pullen Road Whitesburg 37891

County Tax Map: 027 Group: \_\_\_\_\_ Parcel(s): 034.00 Current Zoning: A-1

Parcel Size: 40 City/U.G.B. NO

Existing Use: Vacant Proposed Use: Campground

Nature of Request: (please check)

☐ Right-of-Way/Alley Closure (State reason for request): \_\_\_\_\_

☐ Subdivision: Name: \_\_\_\_\_ Acres/Lots: 3 acres

Subdivided Into \_\_\_\_\_

☒ Concept Plan Approval ☐ Preliminary Plat Approval ☐ Final Plat Approval ☐ P.U.D. Approval

☐ Zoning Classification Change (\$75.00 Fee): From \_\_\_\_\_ To \_\_\_\_\_

☒ Other Request: Site Plan approval for a campground

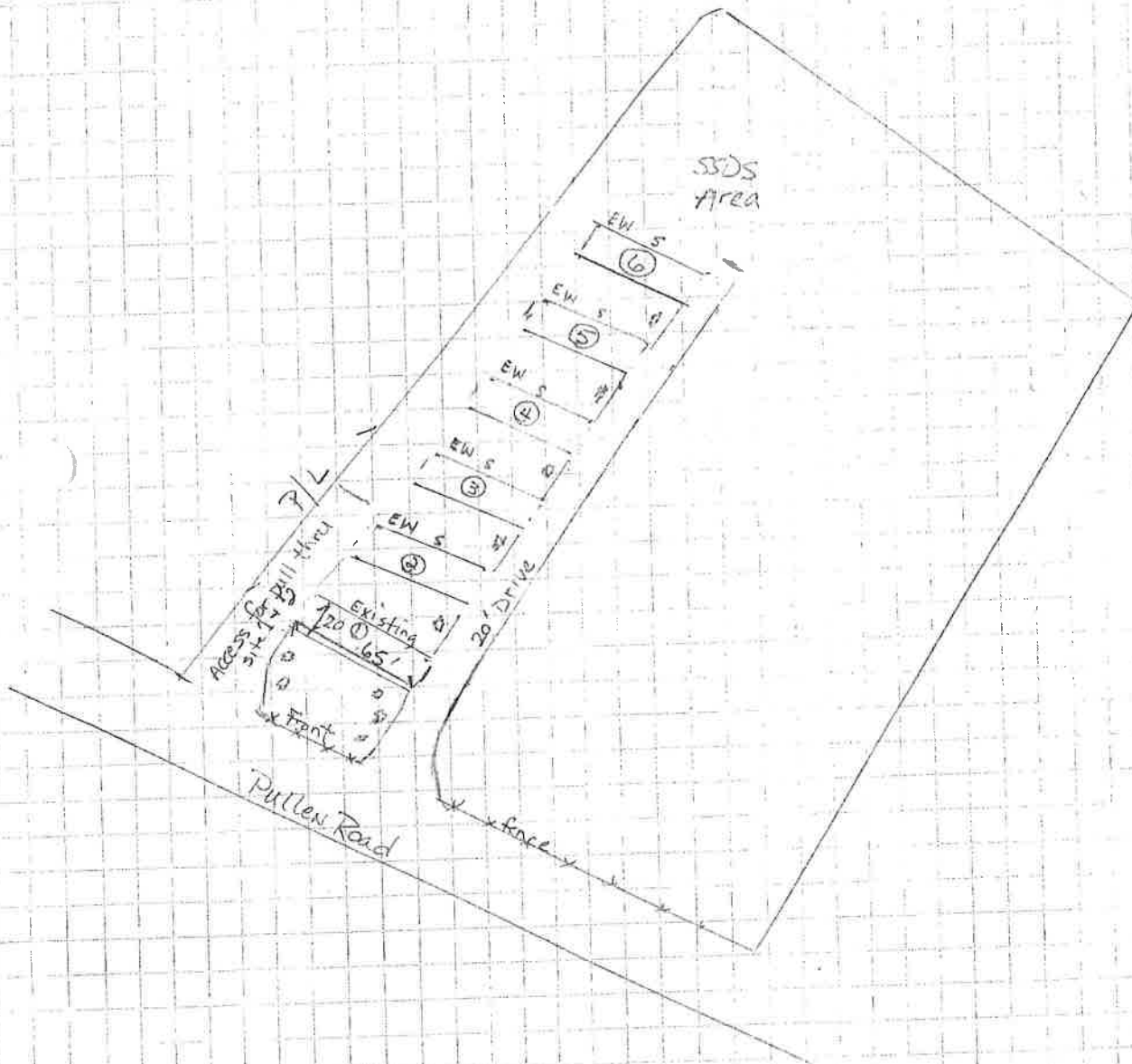
Submit site plans, surveys, special fees, or other items as required for review.

Applicant Signature: On file

Date: 10/6/22

*This application will not be accepted unless all information is complete. If a question is not applicable, please draw a line through the space provided or mark "n/a" (not applicable).*

SHAR W  
 location 1166 Pullen Rd.  
 E - Electric/WIFI  
 W - Water  
 S - septic connection  
 T - trees  
 x-x - fence



sites 1-6  
 20' x 60' concrete pad  
 sites 1+2 pull thru  
 20' gravel drive

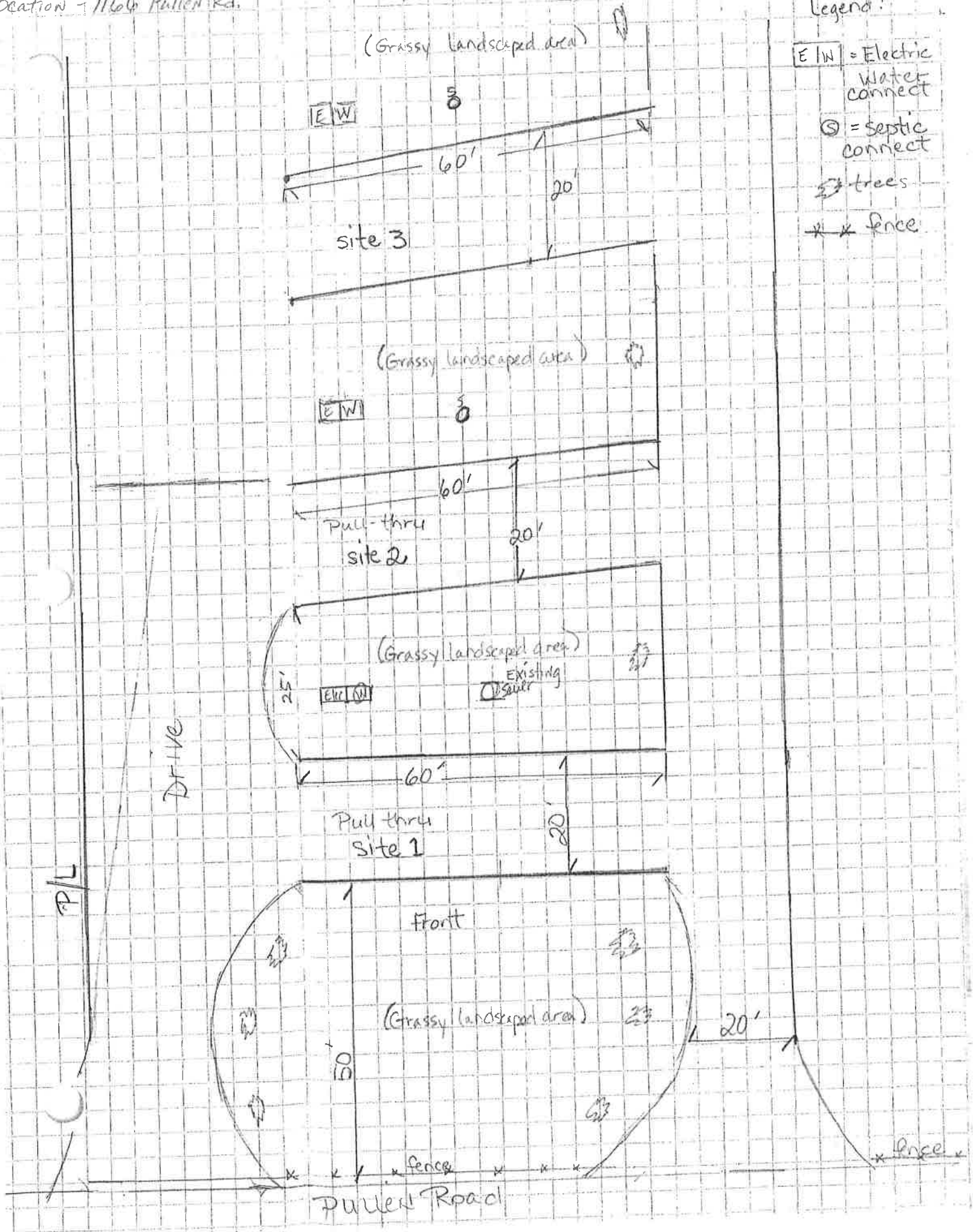
SCALE 1"=100'



Shari Winbourn 423 327-3500  
 Location - 1166 Pullen Rd.

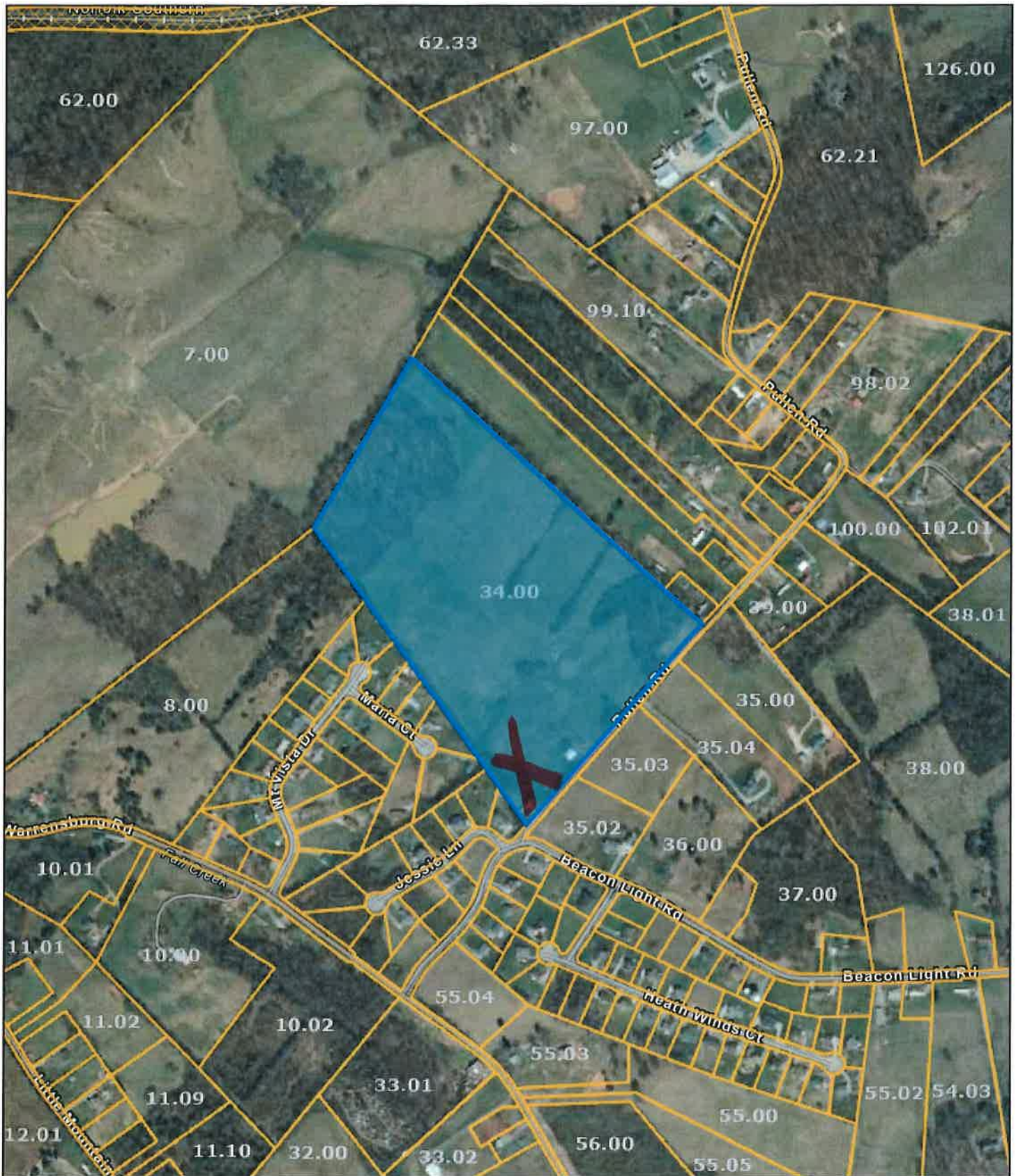
Legend:

- E|W = Electric Water connect
- ⊙ = Septic connect
- 🌳 = trees
- xx = fence



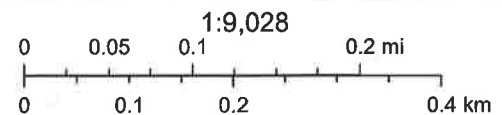


# Hamblen County - Parcel: 027 034.00



Date: October 6, 2022

County: Hamblen  
Owner: WINBURN SHARI HAUN  
Address: PULLEN RD 1166  
Parcel Number: 027 034.00  
Deeded Acreage: 0  
Calculated Acreage: 0



Esri Community Maps Contributors, Morristown-Hamblen GIS, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, TDOT, State of Tennessee, Comptroller of the Treasury, Office of Local Government (OLG)

The property lines are compiled from information maintained by your local

# The City of Morristown

## Community Development & Planning



TO: Hamblen County Planning Commission  
FROM: Josh Cole, City of Morristown Senior Planner  
DATE: November 7<sup>th</sup>, 2022  
SUBJECT: Site Plan Request  
Campground on Pullen Road

### **BACKGROUND**

The applicant/property owner, Shari Winburn, is requesting to use a portion of property on Pullen Road for a campground. This property is nearly 40 acres in size and zoned A-1, Agriculture-Forestry District, which permits campgrounds as a use outright. The proposed campground is utilizing approximately 3 acres of this property.

The site plan shows six 20' x 60' pads to be utilized for campers along with a 50' deep landscaped area between the first pad and the road. Each pad is separated by approximately a 30' landscaped area. The SSDS area is proposed to the rear of this plan but this location always contingent upon TDEC approval.

### **RECOMMENDATION**

This site plan does meet the conditions set forth in the zoning ordinance. Additionally, staff reviewed the regulations set forth by the State regarding this use and the plan does appear to meet those requirements also. Thus, staff recommends approval of this request but contingent upon the applicant obtaining approval by the State. This will allow the applicant to move forward with the required paperwork.

\*Campgrounds are a permitted use outright in this district, so the only standards they have to meet are those required under the site plan review. If the Planning Commission would like to add additional conditions, then staff would recommend a workshop to discuss any conditions that the Commission would like to incorporate into zoning for this use.\*



**RULES  
OF  
TENNESSEE DEPARTMENT OF HEALTH  
BUREAU OF HEALTH SERVICES ADMINISTRATION  
DIVISION OF GENERAL ENVIRONMENTAL HEALTH**

**CHAPTER 1200-1-5  
ORGANIZED CAMPS**

**TABLE OF CONTENTS**

1200-1-5-.01	Definitions	1200-1-5-.06	General Provisions
1200-1-5-.02	Plans and Specifications	1200-1-5-.07	
1200-1-5-.03	Permitting and Inspection	through	
1200-1-5-.04	Facilities and Grounds	1200-1-5-.20	Repealed
1200-1-5-.05	Water Supply, Sewage and Solid Waste Disposal		

**1200-1-5-.01 DEFINITIONS.**

- (1) "Commissioner" means the Commissioner of the Department of Health or the Commissioner's authorized representative.
- (2) "Critical item" means an aspect of operation or condition of facilities or equipment which, if in violation, constitutes the greatest hazard to health and safety.
- (3) "Day Camp" means an organized camp program that campers attend for an established period of time, returning to their homes at night, and which provides creative, recreational and educational opportunities in the out-of-doors.
- (4) "Department" means the Department of Health.
- (5) "Extensively remodeled" means alteration to change bed or sleeping capacity, as well as the increase or decrease of floor space.
- (6) "Imminent health hazard" means any condition, deficiency, or practice which, if not corrected, is very likely to result in illness, injury, or loss of life.
- (7) "Motor home" means any motorized vehicle designed as a temporary dwelling for travel, recreational, or vacation use.
- (8) "Natural swimming area" means a portion of a river, lake, reservoir, creek, pond, or stream used for swimming within the organized camp.
- (9) "Organized camp" means an area, place, parcel or tract of land on which facilities are established or maintained to provide an outdoor group-living experience for children or adults, or where one (1) or more permanent or semi-permanent structures are established or maintained as living or sleeping quarters for children or adults, and operated for educational, social, recreational, religious instruction or activity, physical education or health, or vacation purposes either gratuitously or for compensation; provided, however, that this definition is not intended to include
  - (a) a hunting, fishing or other camp privately owned and used exclusively for the personal pleasure of the owner and the owner's guests;
  - (b) a camp site on property owned by a church and used exclusively for the personal benefit of the members of the church and such members' guests, if:

(Rule 1200-1-5-.01, continued)

1. no permanent or semi-permanent structures or buildings are established or maintained on the camp site as living or sleeping quarters, restrooms, or for a cafeteria or kitchen, to provide an outdoor group-living experience for children or adults;
2. the camp site is used for occasional weekend or overnight camping experiences for such persons; and the camp site contains no electrical, sewage, or water hookups or pads to accommodate travel trailers, truck coaches or campers, tent campers, and other similar camping vehicles.

(c) facilities permitted as hotels as defined in Hotel Rules 1200-23-4.

- (10) "Owner/Operator" means the applicant, permittee, or other person to be in charge of an organized camp.
- (11) "Permanent structure" means a building and appurtenances at a fixed location maintained for living, sleeping, educational, social, recreational, religious instruction, physical education, health, or vacation purposes.
- (12) "Person" means any and all persons, including an individual, firm, association, municipal or private corporation, state, municipality, commission, political subdivision of a state, interstate body, governmental agency of this state and a department, agency, or instrumentality of the branches of the federal government.
- (13) "Primitive camp" means an organized camp established for tent camping only.
- (14) "Public health officer" means the director of a city, county, or district health department having jurisdiction over the community health in a specific area, or the officer's authorized representative.
- (15) "Resident camp" means one or more permanent or semi-permanent structures maintained for living, sleeping, educational, social, recreational, religious instruction, physical education, health, or vacation purposes.
- (16) "Semi-permanent structure" means any temporary or portable facility maintained for living, sleeping, educational, social, recreational, religious instruction, physical education, health, or vacation purposes.
- (17) "State Fire Marshal's Office" means the Department of Commerce and Insurance, Division of Fire Prevention.
- (18) "Tent camper" means a towed vehicle constructed so that the sides or top may be extended when parked and retracted while towed and designed as a temporary dwelling for travel, recreational, or vacation use.
- (19) "Travel camp" means one or more sites for motor homes, travel trailers, truck campers, tent campers, or tents.
- (20) "Travel camp sites" means designated camping spaces which are equipped with utility hookups.
- (21) "Travel trailer" means a towed vehicle designed as a temporary dwelling for travel, recreational, or vacation use.
- (22) "Truck camper" means a portable structure without a chassis or wheels and built for transport by truck and designed as a temporary dwelling for travel, recreational, or vacation use.

*Authority:* T.C.A. §§4-5-202, 53-3802, 68-110-101, and 68-110-102. *Administrative History:* Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.

**1200-1-5-.02 PLANS AND SPECIFICATIONS.**

- (1) Construction or extensive remodeling of an organized camp shall require approval of plans which shall show:
  - (a) area and dimensions of the site to a scale of not less than 1" = 100';
  - (b) property lines;
  - (c) number, location, and dimensions of all camping spaces;
  - (d) number, size, type, and location of all permanent and semi-permanent structures;
  - (e) location of water supply and sewage disposal;
  - (f) location and width of roads; and
  - (g) number, location, and type of acceptable fire fighting equipment.
- (2) Plans and specifications shall indicate the proposed layout arrangement, mechanical plans, construction materials, work areas, and the type and model of proposed fixed equipment and facilities.
- (3) No person shall commence construction, extensive remodeling or conversion, within an organized camp, of any permanent structure which is two or more stories in height consisting of twelve or more units until plans or specifications therefor have been submitted to and approved in writing by the State Fire Marshal's Office or other authority having jurisdiction in accordance with applicable law and rules.
- (4) No person shall commence construction, extensive remodeling or conversion, within an organized camp, of any place of assembly having a capacity of three hundred (300) or more persons until plans and specifications therefor have been submitted to and approved in writing by the State Fire Marshal's Office or other authority having jurisdiction in accordance with applicable law and rules.
- (5) Except as specified in paragraphs (3) and (4), no person shall commence construction, extensive remodeling or conversion, within an organized camp, of any permanent structure until plans and specifications therefor have been submitted to and approved in writing by the Commissioner.
- (6) All structures within an organized camp shall be designed and constructed in compliance with all applicable state and local building and fire codes.

*Authority: T.C.A. §§4-5-202, 53-3802, and 68-110-102. Administrative History: Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.*

**1200-1-5-.03 PERMITTING AND INSPECTION.**

- (1) Application Procedures
  - (a) A person planning to construct, operate, or change ownership of an organized camp shall submit a written permit application with the proper fee, as set forth in T.C.A. 68-110-103, to the Commissioner.
  - (b) A person planning to operate an organized camp must obtain a written application for a permit on a form provided by the Commissioner through the local county health department prior to operating an organized camp.
  - (c) An application for a permit is required for an organized camp that has not previously been permitted or in instances when ownership changes.
  - (d) For the purposes of determining a change of ownership of an organized camp, a "person" shall include a change of ownership of the organized camp by a corporation (e.g., Corporation A sells its organized camp to Corporation B) or a change of ownership of a corporation which owns an



(Rule 1200-1-5-.03, continued)

organized camp. If there is no change in the federal tax identification number applicable to the corporation which owns the organized camp, there is no change of ownership for permit purposes.

(e) The Commissioner shall issue an organized camp permit

1. upon receiving a completed application with applicable fees; and
2. after an inspection of the proposed facility reveals that the facility is in compliance with requirements of these rules.

(2) Inspection Procedures

- (a) The Commissioner shall inspect or cause to be inspected every organized camp at least once every six (6) months or as often as deemed necessary by the Commissioner.
  - (b) Inspection results for organized camps shall be recorded on standard departmental forms which summarize the requirements of the law and rules.
  - (c) The scoring system shall include a weighted point value for each requirement in which critical items are assigned values, at the discretion of the department, of either four (4) or five (5) points, with non-critical items having assigned values of either one (1) or two (2) points.
  - (d) The rating score of the facilities shall be the total of the weighted point values for all violations subtracted from one hundred (100).
- (3) The organized camp shall be accessible for inspection and not be subject to flooding during the camping season.
- (4) Critical item violations shall be corrected within ten (10) calendar days from the date of the inspection. The inspection report shall state that failure to comply with any time limits for correction may result in suspension of permit or cessation of operation.
- (5) The citation of a violation of a non-critical item may be appealed, upon receipt of a written request submitted to the Director of General Environmental Health within ten (10) calendar days following the date of the inspection report. If the tenth (10<sup>th</sup>) day falls on a weekend or state holiday, the first work day following shall be treated as the tenth (10<sup>th</sup>) day. The request for appeal shall identify the non-critical item(s) being appealed. The final determination on the appeal shall be made by the Director or the Director's Designee in writing and within a reasonable time after receipt of the request for an appeal.
- (6) The citation of a violation of a critical item may also be appealed upon the receipt of a written request submitted to the Director of General Environmental Health within ten (10) calendar days following the date of the inspection report. If the tenth (10<sup>th</sup>) day falls on a weekend or state holiday, the first work day following shall be treated as the tenth (10<sup>th</sup>) day. The request for appeal shall identify the critical item(s) being appealed. The decision of the Director shall be final and made in writing within a reasonable time of the request for an appeal.
- (7) Upon declaration of an imminent health hazard by the Commissioner, the facility shall immediately cease operations until authorized to reopen. A request for a hearing may be made in writing to the Commissioner postmarked or received within ten (10) calendar days of the decision of the Director.
- (8) The Commissioner shall suspend an organized camp permit, if the Commissioner has reasonable cause to believe that the permittee is not in compliance with the provisions of this part; provided, however, the permittee shall be given the opportunity to correct violations as provided in Rule 1200-1-5-.03(4).

(Rule 1200-1-5-.03, continued)

The Commissioner may provide a notice of suspension on the regular inspection report or by letter. A written request for a hearing on a suspension must be filed by the permittee within ten (10) days of receipt of notice. If a hearing is requested, it shall be held within a reasonable time of the request. If no request for a hearing is made within ten (10) days of receipt of notice, the suspension becomes final and not subject to review. When a permit suspension is effective, all operations must cease. The Commissioner may end the suspension at any time, if reasons for suspension no longer exist in the opinion of the Commissioner.

(9) **Permit Revocation**

- (a) After providing an opportunity for a hearing, the Commissioner or his duly authorized representative may revoke a permit for serious or repeated violations of requirements of this part or for interference with the Commissioner in the performance of the Commissioner's duty.
  - (b) Prior to revocation, the Commissioner shall notify, in writing, the permittee of the specific reason(s) for which the permit is to be revoked. The permit shall be revoked at the end of ten (10) days following service of such notice, unless a written request for a hearing is filed with the Commissioner within such ten-day period. If no request for hearing is filed within the ten-day period, the revocation of the permit becomes final.
- (10) Whenever a facility is required under this rule to cease operations by order to cease operation, or by suspension or revocation of permit, it shall not resume operations until it is shown on re-inspection that conditions responsible for the cessation of operations no longer exist. Opportunity for re-inspection shall be offered within a reasonable time.
- (11) A notice provided for in this part is properly served when it is hand delivered to the permittee or person in charge, or alternatively, five (5) days from the mailing, by certified mail, return receipt requested, to the last known address of the permittee. A copy of the notice shall be filed in the records of the Commissioner.

*Authority: T.C.A. §§4-5-202, 53-3802, 68-110-102, 68-110-103, 68-110-104, and 68-110-105. Administrative History: Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.*

**1200-1-5-.04 FACILITIES AND GROUNDS.**

- (1) Motor homes, travel trailers, truck campers, tent campers, and tents shall be located fifteen feet or more apart in clearly marked spaces.
- (2) The campgrounds shall be free of refuse and debris. Dogs, cats, and other domestic animals shall be leashed, confined, and/or otherwise under control at all times.
- (3) Permanent and semi-permanent structures shall be clean and maintained in good repair and provided with adequate lighting.
- (4) The organized camp operator shall keep a register for a period of one (1) year at the organized camp facility. Such register shall contain each camper's name, address, telephone number, and camping dates.
- (5) **Fire Safety**
  - (a) **Fire Extinguishers**
    - 1. Portable fire extinguishers shall be provided in hazardous areas, including storage rooms, laundry, linen, and gas-fired equipment rooms.

(Rule 1200-1-5-.04, continued)

2. Fire extinguishers shall be of a type approved by the State Fire Marshal's office and installed, operated, and maintained in accordance with State Fire Marshal's Office law and rules.
3. No soda-acid types of extinguishers are to be used.

(b) Smoke Detectors and Fire Alarms

1. All sleeping rooms and sleeping areas shall be provided with a single-station smoke detector. Smoke detectors shall be of a type approved by the State Fire Marshal's Office or local jurisdiction and shall be installed, operated, and maintained in accordance with State Fire Marshal's Office law and rules. Single-station smoke detection shall not be required when sleeping rooms contain smoke detectors connected to a central alarm system which also alarms locally.
2. A fire alarm system of a type approved by the State Fire Marshal's Office shall be installed, operated, and maintained in accordance with State Fire Marshal's Office law and rules in organized camps having more than fifteen (15) guest rooms, with exceptions being organized camps.
  - (i) in which all individual guest rooms have a direct exit to the outside or
  - (ii) having buildings three (3) stories or less with each guest room having two (2) or more directions to exit from the entrance door of the room.
3. Travel and resident camps shall provide a telephone at the office or in an area which is accessible at all times for the immediate notification of the public fire department or private fire brigade in case of fire and to access emergency health services.

(c) Electrical Hazards, Heating, and Flammable

1. Visible and/or obvious fire and electrical hazards are prohibited.
2. There shall be no storage of flammables, lawnmowers, gas powered string trimmers, or other similar flammable operated equipment in boiler or electrical panel rooms. Separate secured storage areas shall be provided for plainly marked flammables, explosives, and hazardous chemicals.
3. Flammable liquids shall be stored in a well ventilated, separate building away from guest sleeping rooms, which is constructed and rated for storage of flammables in accordance with State Fire Marshal's Office law and rules and shall be clearly marked.
4. Draperies, curtains, and other similar loosely hanging furnishings and decorations shall be flame resistant.
5. Furnishings or decorations of an explosive or highly flammable character shall not be used.

(d) Exits and Evacuation Plans

1. Each guest room door that opens into an interior corridor shall be self-closing.
2. Exits shall be clear of obstructions, marked, lighted, and maintained at all times.
3. Stairways shall be open and free of obstructions at all times.



(Rule 1200-1-5-.04, continued)

4. A floor diagram reflecting the actual floor arrangement, exit locations, and room identifications shall be posted in a location and in an acceptable manner on or immediately adjacent to every guest room door.
- (6) Permanent sleeping quarters shall conform to the following.
  - (a) Each shall have adequate ventilation, and there shall be at least three (3) feet between sides of each bed and adequate space to provide movement between beds.
  - (b) Articles of bedding shall be clean and in good repair.
  - (c) Permanent sleeping quarters shall have a minimum of forty (40) square feet per person floor space.
  - (d) Waterproof mattresses or mattress covers shall be provided.
  - (e) Each stacked bunk bed shall have a guardrail. The lower edge of the guardrail and the top surface of the mattress shall close the space between the lower edge of the guardrail and the upper edge of the bedframe to 3½ inches or less.
  - (f) Children of less than six (6) years of age shall not be allowed on the upper bunks.
- (7) Storage area(s) for luggage and personal effects shall be provided in resident camps.
- (8) A first aid kit for minor injuries shall be provided at the office or an area which is open or accessible at all times.
- (9) Natural swimming areas shall have no drop-offs, potholes, rock outcroppings, stumps, other obstacles, heavy vegetative growth or pollution. Depths and boundaries shall be conspicuously marked and lifesaving equipment, as required for public swimming pools, shall be available.
- (10) Each organized camp shall be provided with adequate restroom and/or bathing facilities. The ratio of water closets, urinals, lavatories, and showers in bathhouses and restrooms shall be in compliance with applicable local and/or state building and plumbing codes. Toilet tissue and covered, fire-resistant waste containers shall be provided.
  - (a) In the absence of applicable building or plumbing codes, fixtures shall be provided in the following ratios.

# Spaces or Sites	Water Closets		Urinals	Lavatories		Showers	
	Men	Women		Men	Women	Men	Women
1-15	1	1	0	1	1	1	1
16-30	1	2	1	2	2	1	1
31-45	2	2	1	3	3	1	1
46-60	2	3	2	3	3	2	2
61-80	3	4	2	4	4	2	2
81-100	4	5	2	4	4	3	3

1. In the absence of urinals, the ratio of water closets for men and women shall be the same.

(Rule 1200-1-5-.04, continued)

2. There shall be one (1) additional water closet and lavatory per gender for each additional twenty-five (25) camp spaces/sites and one (1) additional shower per gender for each additional forty (40) spaces/sites.

- (b) In the absence of applicable building or plumbing codes, the ratio of water closets, lavatories, urinals, bathing facilities, and other fixtures for occupants of organized resident camps shall be as follows. The table identifies the number of individuals or persons per facility.

Water Closets		Urinals *	Lavatories		Showers	
Men	Women		Men	Women	Men	Women
1/12	1/10	1/25	1/12	1/12	1/12	1/12

\*In the absence of urinals, ratio of water closets for men and women shall be the same.

- (c) There shall be one (1) drinking fountain for every seventy-two (72) persons at resident camps.
- (d) Service buildings with toilet, bathing, and lavatory facilities shall be provided for motor homes, travel trailers, truck campers, and tent campers which do not have sewage holding tanks.
- (e) Primitive camps and camps offering services to recreational or similar vehicles (e.g., motor homes and travel trailers) with sewage holding tanks are exempt from the restroom and/or bathing facility requirements.

**Authority:** T.C.A. §§4-5-202, 53-3802, and 68-110-102. **Administrative History:** Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.

#### 1200-1-5-.05 WATER SUPPLY, SEWAGE AND SOLID WASTE DISPOSAL.

- (1) Water supply and sewage disposal systems shall be provided from a source constructed and operated according to law. The potable water system shall be installed to preclude the possibility of backflow. Primitive camps shall not be required to have water. Ice shall be from an approved source and protected from contamination.
- (2) Durable, easily cleanable, and enclosed potable drinking water containers shall be maintained in a sanitary condition. Common use of cups or dippers is prohibited.
- (3) Sanitary stations with a covered sewage disposal inlet surrounded by a concrete apron sloped inward to the drain with wash down facilities or capped, four (4) inches, above-ground sewer connections shall be provided for motor homes, travel trailers, truck campers, and tent campers with sewage holding tanks.
- (4) All garbage and refuse shall be disposed of according to applicable laws or ordinances.
- (5) An adequate number of clean, covered, garbage and refuse containers in good repair shall be provided. Tied plastic bags are acceptable if removed daily.

**Authority:** T.C.A. §§4-5-202, 53-3802, and 68-110-102. **Administrative History:** Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.

#### 1200-1-5-.06 GENERAL PROVISIONS.

- (1) Posting of Permit. T.C.A. 68-110-103(e) requires the display or posting of permits "in a conspicuous manner." This shall mean at a place so designated by the inspector at the time of inspection. No person except an authorized representative of the Commissioner shall modify, remove, cover up, or otherwise make the permit less conspicuous in any way.

(Rule 1200-1-5-.06, continued)

- (2) **Loss of Permit Document.** Any organized camp establishment or operator who loses, misplaces, or destroys the permit or license shall, as soon as the fact becomes apparent, immediately apply for a duplicate. The fee for the duplicate permit shall be three dollars (\$3.00). This fee shall accompany the application for such duplicate.
- (3) **Penalties.** Any person who violates the provisions of these rules or fails to perform the reasonable requirements of such, after receipt of ten (10) days' written notice, may be subject to fines of not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) for each offense. Each day of continued violation, upon a finding of fault in a court of law, constitutes a separate offense. These violations shall include, but not limited to:
  - (a) operating under a suspended permit;
  - (b) operating without a permit;
  - (c) failure to allow an inspection; or
  - (d) failure to post permit.
- (4) **Waiver.** With the exception of required compliance with applicable building and fire codes, one or more of these regulations may be waived in whole or part when, in the opinion of the Commissioner, there are factors or circumstances which render compliance with such regulations unnecessary, provided that such waiver shall not constitute a health or safety hazard as determined by the Commissioner, and provided that such regulations waiver shall be in writing by the Commissioner. A request for waiver of one or more of these regulations shall be in writing to the Commissioner.
- (5) Any organized camp permitted at the effective time of these rules shall have one (1) year from the effective date of these rules to comply with any construction items.

**Authority:** T.C.A. §§4-5-202, 53-3802, 68-110-101, 68-110-102, 68-110-103, 68-110-104, and 68-110-106.  
**Administrative History:** Original rule certified June 7, 1974. Repeal and new rule filed May 6, 2002; effective July 20, 2002.

**1200-1-5-.07 THROUGH 1200-1-5-20 REPEALED.**

**Authority:** T.C.A. §53-3802. **Administrative History:** Original rule certified June 7, 1974. Repeal filed May 6, 2002; effective July 20, 2002.

## PLANNING COMMISSION AND BZA 2023 MEETING SCHEDULE

FRIDAY DEADLINE DATE	MONDAY MEETING DATE
December 9, 2023	January 3, 2023 (Tuesday)
January 6, 2023	February 6, 2023
February 10, 2023	March 6, 2023
March 10, 2023	April 3, 2023
April 7, 2023	May 1, 2023
May 5, 2023	June 5, 2023
June 9, 2023	July 3, 2023
July 7, 2023	August 7, 2023
August 11, 2023	September 5, 2023 (Tuesday)
September 8, 2023	October 2, 2023
October 6, 2023	November 6, 2023
November 13, 2023 (Monday)	December 4, 2023

### Meeting Information

Time: 4:30 p.m. Meeting

Location: Small Courtroom on 3<sup>rd</sup> Floor of the Main Courthouse

Request for:	Fees:
Administrative Interpretation/Use on Review	\$50.00
Variance	\$50.00
Rezoning Request	\$75.00
Plat Approval/Recording	\$167.00
Land Disturbance Fee for subdivision plats consisting of 3 or more lots	\$100.00 per lot

- [All fees are non-refundable. Payment of a fee does not guarantee approval of the request.](#)
- [If the courthouse is closed on a meeting date, due to inclement weather, the meeting will be re-scheduled.](#)
- [A representative of the property must be present at the meeting for the request to be considered for approval.](#)



# HAMBLLEN COUNTY PLANNING OFFICE-REFUND REQUEST FORM

Name: Charles + Renee Johnson  
Address: 1616 Three Springs Rd, Russellville, TN 37860  
Phone: \_\_\_\_\_ Cell/other: 831-905-6059

## Property Location:

Address: 1616 Three Springs Rd, Russellville, TN 37860  
Dist: 03 Tax Map: 012 Group: — Parcel: 047.02

## Refund request for:

Building Permit: (New Construction)	\$	( )
Double Wide Mobile Home	\$350.00	( )
Single Wide Mobile Home	\$100.00	( )
Miscellaneous Fee	\$	( )
New Cell Tower Construction	\$2,500.00	( )
Moving Fee	\$100.00	( )
Land Disturbance/Development ( per lot)	\$	( )
Plat Approval	\$167.00	( )
Variance Request	\$50.00	( )
Use-on-Review	\$50.00	( )
Rezoning Request	\$75.00	(x)

## Brief explanation for the request:

Property cannot be subdivided and rezoned to place  
a SMH.

Staff  
Applicant Signature

## FOR OFFICE USE ONLY:

Received by:

Date:

Application:

( ) Approved ( ) Denied

Permit Number:

Total amount paid:

Type of payment:

Date of payment:

Planning Commission review:

Finance Committee review:

Legislative Body Review:

Check Request date: