

**First Reading:** \_\_\_\_\_  
**Second Reading:** \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND CHATTANOOGA CITY CODE, PART II, CHAPTER 38, ZONING ORDINANCE, ARTICLE XIII, CHANGES AND AMENDMENTS, SECTION 38-672, METHOD OF PROCEDURE, RELATIVE TO POSTING NOTICES; ARTICLE VIII, BOARD OF APPEALS FOR VARIANCES AND SPECIAL PERMITS, SECTION 38-565, NOTICES, RELATIVE TO POSTING NOTICES; AND SECTION 38-566, HEARINGS.

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SECTION 1. BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, that Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Article XIII, Changes and Amendments, Section 38-672, Method of Procedure, relative to Posting Notices, is hereby amended so as to delete the section in its entirety and substitute in lieu thereof the following:

**Sec. 38-672. Method of procedure.**

- 1) A proposed change or amendment may originate with the City Council, with the Planning Commission, or on petition by a property owner or designee. The proposed change or amendment must first be referred to the Planning Commission for a recommendation. Following the receipt of a recommendation from the Planning Commission, the City Council shall give at least fifteen (15) days' prior notice of the time and place of a public hearing which shall be held in regard to the proposed changes or amendments. This notice shall be published in a newspaper of general circulation in the City. The cost of such notice will be borne by the petitioner.
- 2) Provided, however, that a petition for rezoning, closure and abandonment, or conditional and special permits shall not be accepted for a period of nine (9) months following denial of a previous petition involving the same property or any part thereof.

- 3) For all applications to the Chattanooga-Hamilton County Regional Planning Agency (RPA) that are to be reviewed by the Planning Commission, the Planning Agency staff will notify the Neighborhood Association(s) contact person on file with the RPA and all property owners of properties that abut the area of the request no less than 15 days prior to the Planning Commission meeting by first class mail. No further notification shall be required.
- 4) A copy of the Chattanooga-Hamilton County Regional Planning Agency application shall also be forwarded to the City Council member that represents the district where the property is located fifteen (15) days prior to the Planning Commission hearing of the application.
- 5) A sign furnished by the Chattanooga-Hamilton County Regional Planning Agency shall be prominently posted by the applicant on the site of property that is the subject of the zoning change, special permit, or abandonment request for at least fifteen (15) consecutive days prior to the Planning Commission meeting to give notice to the public of the application and the Planning Commission meeting date. An applicant shall post the sign provided by the Regional Planning Agency under the following requirements:
  - a. Sign(s) shall be posted at the right-of-way of primary street or road on which the property fronts, and additional areas if required by the Planning Agency Staff.
  - b. Sign shall be mounted on flat hard surface to prevent curling or bending of sign.
  - c. Sign shall be nailed or tied to a tree or mounted on stakes and shall be visually free from obstruction to said primary road.
  - d. Signs improperly displayed may be ruled as a violation to the rezoning/special permit procedure and may result in deferral at the Planning Commission meeting.
  - e. Sign(s) shall be posted no earlier than five (5) days after the application has been accepted by the Regional Planning Agency.
  - f. Sign(s) shall be maintained throughout the rezoning/special permit process until the City Council has taken final action on the request.
  - g. The applicant is responsible for replacing the Zoning Notice Sign(s) which are damaged or lost.
  - h. The applicant is responsible for removing the Zoning Notice Sign after the final governmental action.

- i. Failure of the applicant to remove the sign within thirty (30) days of the City Council hearing shall be subject to a daily fine not to exceed fifty dollars (\$50.00).

SECTION 2. BE IT FURTHER ORDAINED, that Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Article VIII, Board of Appeals for Variances and Special Permits, Section 38-565, Notices, relative to Posting Notices, is hereby amended so as to delete the section in its entirety and substitute in lieu thereof the following:

**Sec. 38-565. Notices.**

- 1) A notice of the public hearings held by the Board shall be sent by regular mail to each of the property owners within a minimum of three hundred (300) feet of each property in question before the Board. Said notice will be mailed at least seven (7) days prior to the public hearing by the Board. The most recently updated tax rolls for the City of Chattanooga will be the source of ownership information for Board purposes. A notice shall be published in a daily paper at least seven (7) days before the hearing.
- 2) A copy of the application shall be issued in writing to the City Council member that represents the district where the property is located fifteen (15) days prior to the hearing on the application.
- 3) A sign furnished by the Chief Building Official shall be prominently posted by the applicant on the site of the proposed variance or special exceptions for at least fifteen (15) consecutive days prior to the meeting of the Board to give notice to the public of the application and the Board meeting date. An applicant shall post the sign provided by the Chief Building Official in an open and conspicuous location along the street frontage right of way for the property that is the subject to the application. The sign shall be visible from the nearest right of way street frontage adjacent to the property that is the subject of the application. The sign shall be posted in the following manner:
  - a. Sign(s) shall be posted at the right-of-way of primary street or road on which the property fronts, and additional areas if required by staff.
  - b. Sign shall be mounted on flat hard surface to prevent curling or bending of sign.
  - c. Sign shall be nailed or tied to a tree or mounted on stakes and shall be visually free from obstruction to said primary road.

- d. Signs improperly displayed may be ruled as a violation to the rezoning procedure.
  - e. Sign(s) shall be posted no earlier and no later than 5 days after the application procedure.
  - f. Sign(s) shall be maintained throughout the rezoning process.
  - g. The applicant is responsible for replacing the Sign(s) which are damaged or lost.
  - h. The applicant is responsible for removing the Sign after the final governmental action.
- 4) Failure of the applicant to remove the sign from the site of the proposed variance or special exception within thirty (30) days of the hearing by the Board shall be subject to a daily fine not to exceed fifty dollars (\$50.00).

SECTION 3. BE IT FURTHER ORDAINED, that Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Article VIII, Board of Appeals for Variances and Special Permits, Section 38-566, Hearings, is hereby amended so as to add the following item (6) as following:

- (6) The Board shall confirm that the property is zoned for the use that is the subject of a variance or special exceptions or a Special Exceptions Permit (Special Permit).

SECTION 4. BE IT FURTHER ORDAINED, That this Ordinance shall take effect two (2) weeks upon passage of second reading.

Passed on second and final reading:\_\_\_\_\_

\_\_\_\_\_  
CHAIRPERSON

APPROVED:\_\_\_\_ DISAPPROVED:\_\_\_\_

\_\_\_\_\_  
MAYOR