

Please find attached a Request for Proposal for Workforce Housing in Sevier County, Tennessee. Please be aware of the following submittal guidelines:

- Letter of Interest MUST be submitted by Thursday, March 29, 2018 by 4:00pm eastern time.
- Pre-proposal meeting will be held on Tuesday, April 10, 2018 at 1:30pm eastern time.
- All questions concerning the RFP must be submitted by Tuesday, April 17, 2018 by 4:00pm eastern time.
- Proposals are due by Friday, May 4, 2018 by 4:00pm eastern time.

Attached to the RFP are Restrictive Covenants. These covenants are in draft form. The selected development team will have an opportunity to suggest changes that will enable both the Industrial Development Board and the development team to create a document that will work for both entities.

Thank you for your interest in Sevier County.

Request for Proposals (RFP) For the Development of Workforce Housing in Sevier County, Tennessee

Issued: Tuesday, March 20, 2018

Letter of Interest Due: Thursday, March 29, 2018 – 4:00 p.m.

Pre-Proposal Meeting: Tuesday, April 10, 2018 -1:30 p.m.

Proposals due: Friday, May 4, 2018 – 4:00 p.m.



Executive Summary

Sevier County, Tennessee, a major tourist destination that gets over 15 million visitors annually, has a major housing shortage. The already existing housing shortage was exasperated by the wildfires that were experienced on November 28, 2016. A recent housing study, completed in May 2017, prepared by Hodges & Pratt Company, PC, indicates that there is an insufficient supply and unmet demand for housing. The total net demand in Sevier County for workforce/conventional units is estimated to be between 1500 and 2000 units total spread amongst the cities and the county. The Housing Study may be found at www.scedc.com.

In order to begin addressing this issue, the Industrial Development Board of Sevier County (IDB), the city and county governments and the Sevier County Economic Development Council have partnered to develop an "Industrial Park" concept for apartments. The IDB has optioned two tracts of property for the development of workforce housing. There is one tract in Gatlinburg and one tract in Sevierville. It is our intent to make this property available to developers who will develop and manage workforce housing on each site. A developer may submit an RFP on one or both of the tracts.

Through this Request for Proposals (RFP), the Industrial Development Board of Sevier County (IDB) is seeking proposals from qualified developers to develop the two tracts of property with workforce housing:

- **Tract #1 - Gatlinburg, Tennessee**
Vacant Property
East Parkway at Glades Road
Site Area: 16.7273 acres
Zoned: C-2 General Business District
Number of apartments: 216
Preliminary Infrastructure Cost: \$968,000

- **Tract #2: Sevierville, Tennessee**
Vacant Property
London Court
Site Area: 35.04 Acres
Zoned: C-3 Intermediate Commercial District
Number of apartments: 288
Preliminary infrastructure cost: \$304,929.02

The goals for the development of the Property include:

- **Workforce Housing:** For the project to (a) maximize the delivery of workforce housing given the public incentives available; (b) include a minimum of 288 workforce housing units for Sevierville and 216 for Gatlinburg;
- **Maximize Development Potential:** For the development project to maximize the development potential of the Property given the level of public incentives available;
- **Mixed-Use:** The IDB would consider for the project to include ground-floor commercial uses if zoning is appropriate, with a preference for neighborhood serving retail such as a grocery store, eatery or retail;
- **Compatibility:** For the development to be consistent with zoning regulations in each city and to further the development objectives of the Industrial Development Board of Sevier County;
- **Timeliness:** For the development to be carried out as expeditiously as possible and to commence construction by the 3rd or 4th Quarters of 2018. The development project may be phased depending on the amount of property acquired by the developer;
- **Cost Efficiency:** The project should demonstrate a cost efficient design, construction, financing, and operations.
- **Potential Incentives:**
 1. Equity Component:
 - (a) Substantially reduced cost of land;
 - (b) Long term ground lease;
 - (c) Infrastructure assistance
 2. Pilot Program: Freeze real property taxes for 10 years at current level.
 3. Assistance with Leasing Units: Marketing to employers for pre-leasing of apartments.
 4. The IDB is willing to consider other incentives.
- **Partnering:** For the project to demonstrate robust partnerships with an emphasis on equity in design, construction, and operations;

- **Creative Ideas:** IDB is open to consider any creative ideas to assist the developer in closing the gap in the pro forma. IDB is also looking for creative ways to recoup some of their investment. This is not mandatory;
- **Housing Study:** The study has been completed. It is posted on www.scedc.com.
- **Restrictive Covenants & Architectural Guidelines:** Please see Attachment A. The Covenants & Architectural Guidelines shall run with each property. Please consult city ordinances for additional requirements. Restrictive Covenants & Architectural guidelines are negotiable with each city.

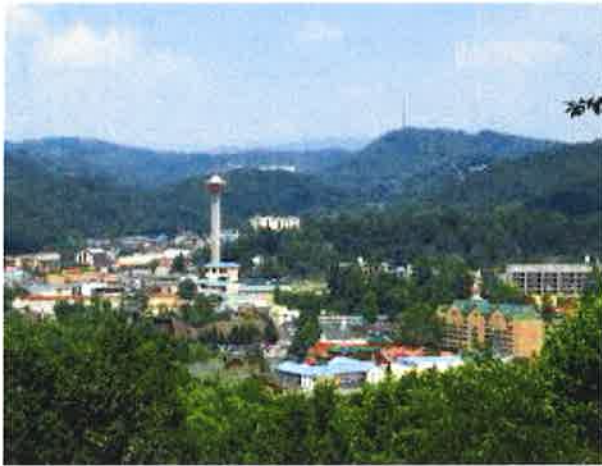
The developer selected through this RFP may enter into a Memorandum of Understanding (MOU) with IDB. The MOU will generally define roles, responsibilities, contingencies, and commitments of the Developer and IDB. Upon successful negotiation, IDB and the Developer may enter into a Purchase and Sale Agreement (PSA), or other agreement outlining in detail the terms and conditions of the development of the Property.

Those interested in potentially submitting a proposal in response to the RFP must submit a letter of interest by email by Thursday, March 29, 2018, 4:00 p.m.

Industrial Development Board of Sevier County
c/o Sevier County Economic Development Council
321 Court Avenue
Sevierville, TN 37862
Email: anewton@seviercountyttn.gov

A pre-proposal meeting will be held on Tuesday, April 10, 2018 – 1:30 p.m. (Eastern Time) at the office of the Sevier County Economic Development Council, 321 Court Avenue, Sevierville, Tennessee 37862.

2. Property Summary – Gatlinburg, TN



A. Street Address: East Parkway at Glades Rd, Gatlinburg TN 37738

B. Property Identification: Book 78 Parcel 17.00

GIS Link: <http://arcg.is/2fKsbVP>

C. Parcel Size: 16.7273 Acres

D. Existing Structures and Uses: The Property is vacant.

E. Zoning Designation: The Property is Zoned C-2 General Business District.

F. Existing Structures: No structures exist on the property.

G. Topography: Ranges from rolling to somewhat steep.

H. Flood Plain Status: Property is located in an area of low flood risk.

I. Infrastructure: All Public utilities, to include water, sewer, natural gas, electricity, phone & cable service will be available. Probable costs associated with infrastructure are attached as is a site plan that these costs were estimated upon. This is for illustration purposes only.

J. Transportation and Access: The Property is located in the City of Gatlinburg. The Property has Trolley access.

K. Environmental Conditions: No Environmental investigations have been completed at this time. These investigations should be done as part of the due diligence period.

L. Civil Engineering Consultation on this property:

Robert Campbell & Associates, L.P.

Kyle Horner, E.I

2540 Sand Pike Blvd. #3

Pigeon Forge, TN 37863

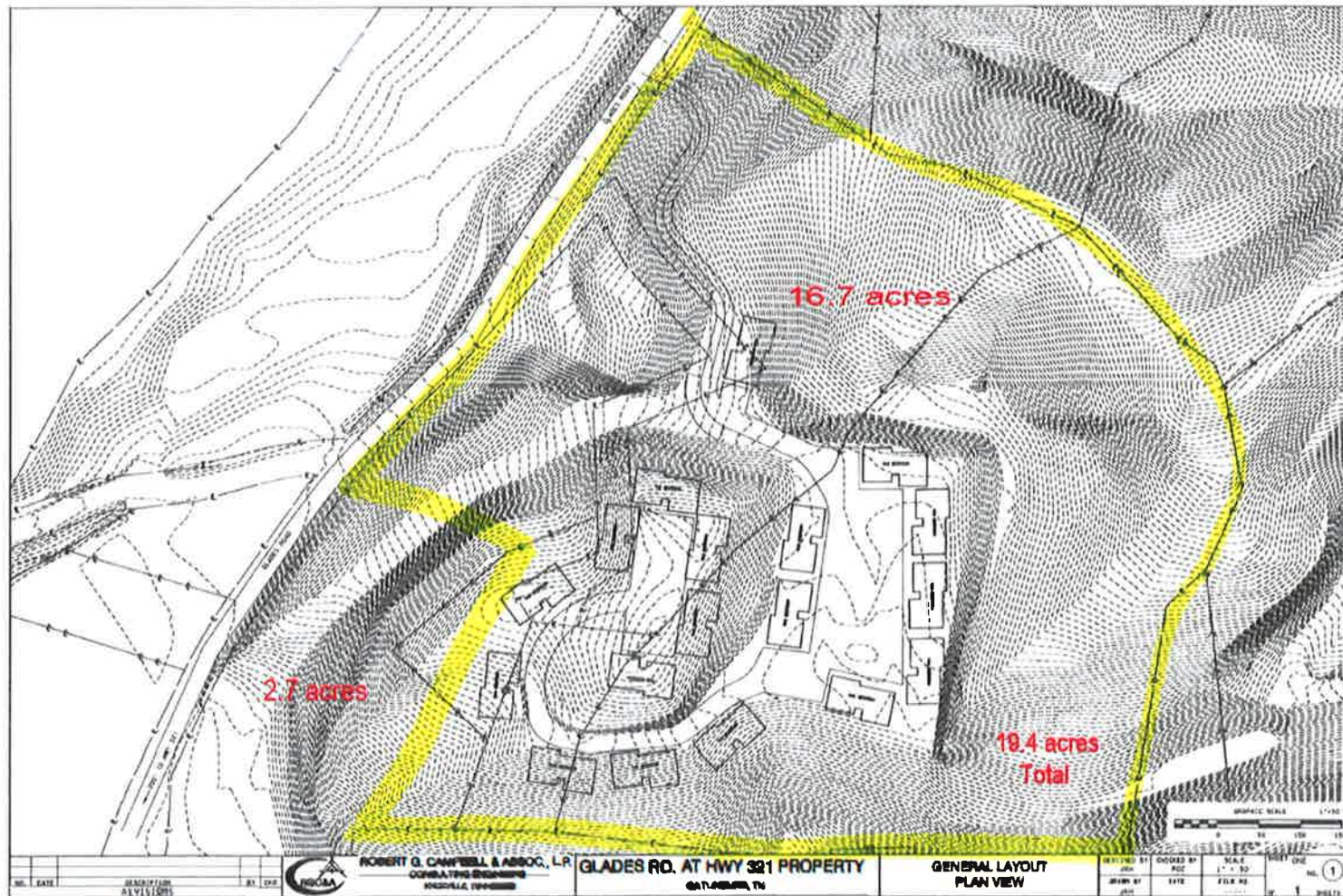
Phone: 865-366-251

Fax: 865-947-7556

Email: khorne@rgc-a.com

2a. Property Summary – Gatlinburg, TN

East Parkway at Glades Road
Approximately 16.7 acres



For Conceptual Purposes Only

2a. Property Summary – Gatlinburg, TN

Robert G. Campbell & Associates

7523 Taggart Lane
Knoxville, TN 37938
Ph: 865-947-5996
Fax: 865-947-7556



2540 Sand Pike Blvd
Suite #3
Pigeon Forge, TN 37863
Ph: 865-366-2516
fax 865-947-7556

GATLINBURG HOUSING DEVELOPMENT - GLADES ROAD					
SEVIER COUNTY, TENNESSEE					
PRELIMINARY INFRASTRUCTURE COST ESTIMATE					
SITE/ROAD INFRASTRUCTURE COST ESTIMATE					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
1	WATERLINES/HYDRANTS/METERS/ETC				
2	GRAVITY SEWER LINES/MANHOLES/TAPS/ETC				
3	UNDERGROUND ELECTRIC				
4	ROADS/PARKING/SIDEWALK				
5	STORM DRAINAGE/DETENTION				
6	SITE GRADING				
	**LUMP SUM ESTIMATE FOR ITEM NO. 1-6	L.F.	1760	\$ 550.00	\$ 968,000.00
TOTAL SITE/ROAD INFRASTRUCTURE COSTS					\$ 968,000.00
PRELIMINARY TOTAL PROJECT COST ESTIMATE					
\$ 968,000.00					
*ESTIMATE ONLY INCLUDES SITE/INFRASTRUCTURE COSTS, NO BUILDINGS INCLUDED IN ESTIMATE					
**ESTIMATE INCLUDES ALL ROADS AS SHOWN, DEPENDING ON EXTENT OF INITIAL PHASE PRICE WOULD VARY					

2b. Property Summary – Sevierville, TN



A. Street Address: London Court, Sevierville, TN 37862

B. Property Identification: Map 61, Parcel 148.01
GIS Link: <http://arcg.is/2yDju39>

C. Parcel Size: 35.04 Acres Vacant Land

D. Existing Structures and Uses: The Property is vacant.

E. Zoning Designation: The Property is zoned C-3 Intermediate Commercial District.

F. Existing Structures: No structures exist on the property.

G. Topography: Range from rolling to somewhat steep.

H. Flood Plain Status: Property is located in an area of low flood risk.

I. Infrastructure: All Public utilities, to include water, sewer, natural gas, electricity, phone & cable service will be available along Veterans Blvd and subsequently to the site. Probable costs associated with the infrastructure are attached as is a site plan that these costs were estimated upon. This is for illustration purposes only.

J. Transportation and Access: The Property is located in the City of Sevierville.

K. Environmental Conditions: No Environmental investigations have been completed at this time. These investigations should be done as part of the due diligence period.

L. Civil Engineering Consultant on this property:

Civil Environmental Consultants, Inc.
James Tomiczek, P.E.
229 Prince Street
Sevierville, TN 37862
Phone: 865-719-2810
Fax: 865-774-7767
Email: jtomiczek@cecinc.com

2b. Property Summary – Sevierville, TN



2b. Property Summary – Sevierville, TN



For Conceptual Purposes Only

2b. Property Summary – Sevierville, TN

Optimization of Coast

[illegible]

3. Submission Requirements

Proposals should, at a minimum, provide the following information:

- Cover letter
- Contact information for development team.
- Provide a list of the development team, Team capability and experience, including A Statement of Developer Qualifications and Financial Capability.
- Preliminary concept program and siteplan.
- Description of how this project advances the Development Goals listed in the Executive Summary.
- Development schedule including key milestones and phasing.
- Proposed business terms.
- Description of financial feasibility, including a preliminary budget, pro-forma and financing strategy. Describe the proposed lease or acquisition terms of the property(s), including any incentives needed to close the financing gap.

4. Submittal Instructions, Requests for Clarification and Changes to this RFP

All responses to this RFP must be submitted either by **email or mailed on a compact disk or flash drive**. Responses should be in either Adobe Acrobat (.pdf) or Microsoft Word (.doc) format and submitted to:

Allen Newton
Industrial Development Board of Sevier County
321 Court Ave.
Sevierville, TN 37862
E-mail: anewton@seviercountyttn.gov

Responses are not to exceed 30 pages.

Questions about any matter contained in this RFP should be emailed to Allen Newton (email to: anewton@seviercountyttn.gov) no later than Tuesday, April 17, 2018, 4:00 p.m. All material changes or clarification of any matter contained in this RFP will be published in the form of a written addendum to this RFP and posted on www.scedc.com. IDB may make a courtesy effort to notify interested parties that an addendum has been published, but IDB is under no obligation to do so. As such, parties interested in this RFP should refer frequently to the website for updates. IDB may also load supplemental information about this project to that location as well.

5. Submittal Deadlines

- Those interested in potentially submitting a proposal in response to the RFP **MUST** submit a letter of interest by an email by Thursday, March 29, 2018 – 4:00 p.m. to:

Allen Newton
Industrial Development Board of Sevier County
321 Court Ave.
Sevierville, TN 37862
Email: anewton@seviercountyttn.gov

- All questions concerning the RFP must be submitted by Tuesday, April 17, 2018 – 4:00 p.m. Answers to all questions will be on www.scedc.com by Tuesday, April 24, 2018 – 4:00 p.m.
- All responses to the RFP must be submitted by Friday, May 4, 2018 – 4:00 p.m. EST. RFP's received after this date and time will not be considered.

6. Evaluation Criteria and Selection

All complete and responsive Proposals will be evaluated by an evaluation committee (EC). The evaluation will be based on the information submitted as well as any related information EC may discover or request in analyzing or verifying information submitted in the proposal. The following Evaluation Criteria will be used to evaluate the proposals:

A. Development Team Capability

1. Demonstrated successful experience on projects similar in scope and type to proposed project, including projects with public/private development, relationship with development, financing, construction, and operation of affordable housing.
2. Demonstrated financial capacity to complete the project within a reasonable timeframe.
3. Weight will be given to those development teams that contain local architects, civil engineers, contractors and sub-contractors. Local is defined as Sevier County, TN or any county touching Sevier County, TN.

B. Proposed Project

1. Proposed project advances all of the IDB Development Goals described in the Executive Summary and maximizes the delivery of workforce housing units given the public incentives available.
2. Appropriateness of proposed approach to workforce housing including population served and type and duration of services, if any, to be provided to serve that population.
3. Proposed project incorporates cost-effective design, financing, construction, and operations.
4. Estimated # of units for each property, including the number of studios, 1 bedroom, 2 bedroom & 3 bedroom units.

C. Business Terms

1. Proposed purchase price or lease terms including any below-market price or terms related to the workforce housing component.
2. Amount and terms of any requested IDB, City or County incentive.
3. Proposed earnest money payment timing and amount.
4. Project schedule: due diligence period, anticipated date of property conveyance, date of start of project construction and date of project completion.
5. Projected value of proposed development.

This RFP may lead to one of the following outcomes:

- Direct negotiations for sale or lease and development of the Property through a Memorandum of Understanding (MOU), Lease Agreement, or Purchase and Sale Agreement (PSA) with a Developer selected as part of this RFP.
- The issuance of a Request for Proposals (RFP) to a developer or developers chosen as part of this RFP requesting more detailed information.
- Cancellation of this RFP without the selection of a development team.

IDB expects the evaluation of submittals will be completed by the end of April. IDB anticipates engaging the selected Developer in a MOU or PSA in Mid-May 2018.

ATTACHMENT A

**DECLARATION OF
COVENANTS AND RESTRICTIONS**

THIS DECLARATION OF COVENANTS AND RESTRICTIONS (this "Declaration") is made as of the _____ day of _____, 2018 (the "Effective Date"), by and between _____ ("Owner") and the **INDUSTRIAL DEVELOPMENT BOARD OF SEVIER COUNTY (IDB)**.

WITNESSETH:

WHEREAS, Owner is the fee owner of a _____ unit apartment complex generally described as "_____" located in the City of _____, Sevier County, Tennessee as more particularly described on **Exhibit "A"**, attached hereto and by this reference made a part hereof (the "Property"). IDB owns "property" in City of _____.

WHEREAS, Owner and the IDB desire for the apartment units located at the Property (collectively, the "Units" and individually, a "Unit") to be maintained workforce housing regardless of any subsequent changes in ownership of the Property.

1. Restriction of Use. The intent of the development is to target a workforce housing population. As such, the units shall be rented to persons or families with a total Annual Income that does not exceed one hundred twenty percent (120%) of the area median income (AMI) for the Sevier County Statistical Area, as determined by the United States Department of Housing and Urban Development (HUD). These maximum rent levels will be established annually through published income tables and shall be adjusted according to the specific utility allowance of a project.

The term of the restrictive covenant shall extend for a duration of 30 years.

If the developer does not abide by the income restrictions outlined herein, the developer will be responsible for reimbursement of the prorated share of infrastructure, property and tax incentives associated with the development if they were provided by the city and/or county.

2. Nature of Covenants. This covenant shall run with the Property and shall be binding on all parties and all persons claiming under them for a _____ from the Effective Date (the "Term").

3. Monitoring: Compliance.

(a) The IDB shall monitor compliance of the restrictive covenants contained herein and determine tenant eligibility at least annually for the Term of this Declaration.

(b) Commencing on _____, 2018, and continuing on same day of each year thereafter through the Term, the Owner shall submit to the IDB an annual report demonstrating compliance with the restrictive covenants contained herein.

(c) Owner shall assist the IDB in its obligation to monitor occupancy for compliance and provide information as requested so that the IDB can verify tenant incomes and rents on an annual basis. Owner shall keep records to document compliance with any monitoring reviews and the resolutions of and findings of concerns.

4. Enforcement of Declaration of Restrictive Covenant Enforcement of the foregoing restrictive covenants shall be by proceeding at law or in equity against any person or persons violating or attempting to violate such covenant to restrain violation. Such action may be brought by the IDB.

5. Liability; Indemnification. Nothing in this Declaration shall be construed to impose any liability on the IDB resulting from Owner's or IDB's failure to comply with the restrictive covenants contained herein. Owner agrees to indemnify and hold IDB harmless from all losses, claims, suits, actions, damages, costs, expenses and liability arising (or alleged to arise) from any act or omission of Owner or IDB with respect to any breach of this Declaration or the restrictive covenants contained herein. Notwithstanding the foregoing, Owner's indemnification obligation set forth above (i) shall be limited to, and shall not exceed, the amount of available Surplus Cash (as such term is defined pursuant to that certain U.S. Department of Housing and Urban Development Regulatory Agreement for Multifamily Projects dated _____ and recorded in Official Records Book _____, Page _____, of the Public Records of Sevier County, Tennessee), and (ii) shall become null and void if HUD becomes a successor owner of the property.

6. Notice of Transfer. Owner shall provide written notice to the IDB no later than ten (10) days prior to the date the Property is to be conveyed, assigned, sold or transferred. If the property is conveyed, sold, assigned or transferred, the IDB shall be released from this Declaration.

A. The IDB intends to sell the property and desires to ensure that all developments upon the lots shall maintain certain standards of use for the benefit of all future property owners and tenants.

B. The IDB is developing a planned housing subdivision on the lots and considers:

- (a) it is desirable for the greater enjoyment of the lots;
- (b) it will preserve the value of the lots;
- (c) it will protect the owner of each lot against the improper development and use of surrounding lots as will depreciate the value of the lot;
- (d) it will prevent haphazard or inharmonious improvements or repairs;

to impose certain restrictions and covenants on the lots and that in making sales of the lots that the lots shall be conveyed subject to the restrictions, covenants and limitations hereinafter set forth;

C. NOW THEREFORE THE OWNER AS DEVELOPER FOR ITSELF, ITS TRANSFEREES, SUCCESSORS AND ASSIGNS DOES HERBY COVENANT AND AGREE AS FOLLOWS:

- (a) Construction of multi-family housing must commence within Six (6) months of purchase of any lot. Once the construction of a multi-family housing and/or accessory building has begun, construction of such building (including the exterior finishing) must be completed within one (1) year.
 - (b) The lots shall be used for private single family lots and Multi-family housing.
 - (c) No commercial vehicles, truck, or trailer with a design capacity of more than one ton, or length or more than 6.7 meters, shall be permitted to remain on a lot except while actively engaged in loading or unloading.
 - (d) No person shall be allowed to keep or maintain a, dismantled or derelict vehicle for more than 48 hours on any lot unless it is confined within the garage on the lot.
 - (e) No more than one unlicensed vehicle shall be stored on any lot. Any unlicensed vehicles on any lot must be contained within the garage on the lot or within the driveway in the rear of the lot. No unlicensed vehicles may be parked on the residential street.
 - (f) No burning barrels. Garbage must be contained in enclosed animal and weather proof garbage storage receptacles and must be located at the rear lot line of the property.
 - (g) No owner or occupier of any lot shall cause, commit, suffer, authorize or permit any act of nuisance.
- D. All of the lots shall be subject to the restrictions and conditions herein set forth which shall be deemed to be covenants running with the land and appended to the land and shall be binding upon and ensure to the benefit of each lot and the registered owners of each lot while they are such registered owners from time to time.
- E. If any of the preceding covenants is determined to be void or unenforceable in whole or in part, such invalidity or unenforceability of that covenant(s) shall not affect any other covenant and the remaining covenant(s) shall be deemed to be separate and distinct covenants.
- F. Notwithstanding the above restrictions, this Restrictive Covenant incorporates by reference all provision of the "Architectural Guidelines" which are attached hereto as Appendix "A".
- G. No covenants herein shall be deemed to restrict or supersede any provision of any development control by-law, land use regulation or any other bylaw resolution or regulation, passed or imposed by any governmental authority but the covenants herein are to be considered as additional restrictions.
- H. This restrictive Covenant may be enforced by the Grantor, its successors and assigns, the owner or owners of the lots, or any of them, and the parties agree that any breach of this restrictive Covenant constitutes irreparable harm to the Grantor, its successors and assigns, the owner or owners from time to time of the lots, or any of them, shall be entitled to relief by way of injunction or an order in the nature of an injunction against the offending party.

- I. Any dispute arising from the interpretation of the restrictions, covenants and conditions contained herein may be referred to Mediation and the Mediator's decision shall be final and binding.
- J. No action shall lie against any owner of a lot for breach of any one or more of the covenants contained in the Restrictive Covenant unless such owner is registered as owner of the lot at the time such lot is alleged and proven by a court of competent jurisdiction to be in breach of the Restrictive Covenant. This covenant shall constitute an absolute defense to any such action and may be pleaded as such.

[REMAINDER OF PAGE INTENTIONALLY BLANK

SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the Owner and the IDB have caused this Declaration to be executed in their respective names by their respective proper officers or representatives as of the day and year first set forth above.

OWNER:

By:

By:_____

STATE OF _____
COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is _____ and that he, as President, being authorized to do so, executed the foregoing on behalf of the company. He [] is personally known to me, or [] provided _____ as identification.

WITNESS my hand and official stamp or seal, this ____ day of _____, 201__.

Notary Public

Print Name:_____

My Commission Expires:_____

IDB:

ATTEST:

A municipal corporation, organized
and existing under the laws of the
State of Tennessee

By:

_____ By: _____

Date: _____

STATE OF TENNESSEE
COUNTY OF SEVIER

The foregoing was acknowledged before me this ____ day of _____, 2017
by _____, who is personally known
to me who did (did not) take an oath.

Name
Notary Public
Serial Number: _____
My Commission Expires: _____
_____, 2016

EXHIBIT "A"

**Legal Description
(Property)**

APPENDIX “A”

ARCHITECTURAL GUIDELINES

Exterior Colors:

- Only Natural colors or earth tones shall be permitted on the exterior of buildings constructed on the Lots. Extreme, bright shades and contrasts will not be permitted or approved.

Lighting:

- All exterior lighting on any lot is to be directed towards the ground only. No exterior lighting shall unreasonably illuminate any adjacent lands.

Builder's Responsibilities

- Submit all documentation for building approval as defined by the City, to the City. Information found in Appendix “B”.
- The builder will be responsible for reviewing and verifying:
 - The legal survey plan;
 - The building grade plan, the final building grade and the actual top of footing;
 - The location of all utility connections, transformer boxes, telephone cable and pedestals, television cables, etc.
- These checks must be carried out prior to the design stage and IDB will assume that the appropriate checks have been made by the Builder prior to the application for Development Approval.
- The granting of a Development approval by the IDB does not, of course, release the builder/owner from the obligation to comply with all municipal bylaws, building codes, statutes and regulations which are applicable to the development and are imposed by law. The IDB will not be responsible for the legal requirements of that nature.

Construction:

- While under construction, the owner of any lot shall ensure that reasonable precautions are taken to prevent fires and the accumulation or escape of debris and waste water and for the proper containment of construction and all other waste inside appropriate containers with lids.
- Builders are required to keep the lots and abutting streets clean and orderly during construction and marketing. No materials or debris shall be stored on an adjacent property or disposed of on-site. Builders found negligent will be charged for clean-up carried out by the IDB. All charges will be deducted from the builder's security deposit submitted in conjunction with the building permit.
- Construction water must be handled with care to avoid damage to the area and must not be released into the natural drainage in the area.
- Proper construction insurance must be maintained for all development. Prior to construction, the Builder/Lot owner shall file satisfactory proof of comprehensive general public liability insurance providing insurance coverage of up to an amount of at least Five Million Dollars (\$5,000,000.00) for any single occurrence, and such insurance shall continue in full force and effect until such time as the final review on completion has been granted and the Compliance Deposit released.

- The owner of any lot under development shall be responsible for and shall indemnify and save harmless other owners of the lots from any and all damage to roadways, services and to structures or improvements on any of the lots.

APPENDIX “B”

City Of Sevierville Zoning Guidelines

<http://www.seviervilletn.org/index.php/planning-development/28-zoning-ordinance/file.html>

City of Gatlinburg Zoning Guidelines

<http://gatlinburgtn.gov/pdf/planning/Municipal%20Zoning%20Ordinance3-30-16.pdf>

ARCHITECTURAL GUIDELINES – APPROVAL PROCESS

DEVELOPMENT APPROVAL

1. Submit to the IDB:

- a One complete set of blueprints, including floor plans, site plan, structural plans, elevations, and sections and specifications.
- b One plot plans prepared by an approved surveyor or consultant, on a scale of 1:200 showing foundations, sub-floor elevations, actual top of footing elevation and all grades around the house; all setbacks, decks, windows and door locations.
- c Exterior color samples.

BUILDING PERMIT:

- A Building Permit must be obtained from the City of _____ prior to commencement on construction of all buildings on the lots.
- All inspections will be completed by the City Safety Codes Officers during the construction period. It is requested that you give at least two days' notice for the inspections.

FINAL REVIEW ON COMPLETION

- The Builder must submit a Real Property Report to the IDB certifying that the Multi-family housing is located in accordance with the approved plans after construction is complete.
- A final site inspection will be carried out after completion of the building and subsequent landscaping.