



Metro Codes

E - News for Neighborhoods

Metropolitan Government of Nashville and Davidson County

Happy New Year!

New Year Brings New Challenges And Opportunities for Codes

Last year saw a number of new and exciting things for the Codes department. We were able to finally relocate into the newly renovated Metro Office Building on 2nd Avenue. The new facility offers an improved work environment and gives us more space to accommodate our customers. It has the added advantage of having the Planning Commission and Water Services located in the same building with us. This reduces the number of places customers have to go to get projects approved.

We've also implemented KIVA, our replacement software for our ancient, 1970's era hierarchical database system. Both of these events set the stage for our continued goal of improving our level of service to our customers and to improving the livability of Nashville's neighborhoods.

Code's has also teamed up with Metro Channel 3 to produce a video series highlighting the Codes Department. The program, which is a ten part series, is the first time a program concerning Codes Administration has been featured on the local government channel. The programs began airing in October, 2006.

But 2007 will bring new challenges and new opportunities.

The Codes Department will begin fielding hand-held computers for its inspection staff. These new tools will allow our inspectors to enter their inspection data real-time in the field, further reducing the amount of paperwork they have to complete in the office each day. We will have on-line access to property information, permit histories, and will have GIS capability.

Our inspectors will be attending even more neighborhood meetings. Our goal is to provide neighborhood organizations with better information about our activities in their community and to be able to provide a more timely response to their concerns. Information sharing is a critical task for Codes and the enhancements to KIVA combined with the new hardware will move us closer to accomplishing this goal.

We look forward to working with our citizens and with Nashville's neighborhood groups to continue our efforts to improve the livability of our neighborhoods.

Together, we are making a difference.

William H. Penn, Jr.

*Assistant Director—Department of Codes Building & Safety
Property Standards Division*

Terrence L. Cobb

Director—Department of Codes Building & Safety



2007: A TIME TO BUILD ON ACCOMPLISHMENTS



This coming year, Metro government will continue to focus on its core functions — education, public safety and quality of life. This is the most important work we do as a city this year and every year, and it will always be so.

2006 found Nashville at the top of its game. The year began with the announcement that Music City was again America's hottest city for the expansion or relocation of business. Later in the year, *Kiplinger Personal Finance* magazine selected Nashville as No. 1 on its Smart Cities list.

On the education front, *Newsweek* ranked two Metro high schools among the top 50 in the nation (Hume- Fogg and MLK), with Hillsboro in the top 500. New school buildings opened in Antioch and Glenview, and at the Creswell Middle School Arts Magnet in Bordeaux. The restoration of the beloved Eakin School was completed.



Hillsboro High School

The dedication of the Public Square marked Nashville's 200th anniversary as a city and the opening of a new park in the center of a revitalized downtown. Downtown living jumped with the opening of the Viridian and the Stahlman Building as residential high- rises and the conversion of lofts in historic Second Avenue warehouses.

The Metro Police Department added 73 new officers to the streets from five recruit classes. Overall crime continued to fall and a gang enforcement initiative resulted in 541 arrests through Dec. 1.

The city also opened the Justice A.A. Birch Building for the Criminal and General Sessions courts. The new building is a more modern, high-tech and secure facility that provides protection for witnesses and juries that was simply not available at the historic Davidson County Courthouse.

Work on key areas in new year

The coming year promises more attention to the basic work that is city government — education, public safety and quality of life. On Jan. 11, a restored Jones School will be dedicated, continuing our emphasis on improving the education experience in our city. Later in the year, we will be opening a new Metro Police Department East Precinct building on Trinity Lane.



One of the many walking trails at Metro Parks.

We will also be adding to the greenspace in our city with the opening of the Bells Bend Park, Nashville's first park with camping facilities. A new community center will open at East Park, modeled on the Hadley Park center that opened in 2006, as will nature centers in Beaman, Bells Bend and Shelby parks. A pedestrian bridge will cross the Cumberland River as the vital link in a greenway running from the Percy Priest Dam through downtown to the MetroCenter levee.

What we know as a city now is that it is not enough to celebrate our successes. We must constantly build on those successes this year and every year to ensure that Nashville is the best place to live and work and raise a family. 2007 offers us another opportunity to reach new heights — and I know we will. Happy New Year.

Mayor Bill Purcell



10th Annual Metro Codes Charity Golf Tournament

The 10th Annual Metro Codes Charity Golf Tournament was held on October 28th at the Ted Rhodes Golf Course. One hundred twenty-eight golfers participated in the blind-draw scramble and 99 corporate sponsors assisted the department with hosting the event. Metro Plumbing Inspector and committee member, Ronnie Douglas said; *"The event was clearly our most enjoyable and successful to date."*

All tournament proceeds have been donated through the Metro Employees Consolidated Charities Campaign (MECCC) to three local charities: the Easter Seal Camp for Physically Challenged Youth on Old Hickory Lake, the Harris-Hillman School and Miriam's Promise. This year's proceeds totaled \$20,000.

The idea for the tournament began ten years ago when a small group of codes inspectors got together with a group of local contractors on a Saturday morning for a round of golf. Former Codes Inspector, Roy Davis, and his wife, Glenda, are credited with the original idea to host a charity golf tournament annually at a local public golf course for the benefit of local charities. Though Roy Davis is now retired from Metro Codes, the tournament continues to grow each year. Several sites have been used over the years, but the Ted Rhodes Golf Course is now designated as the official tournament site.

Tournament committee member Wade Hill (Chief Plans Examiner), said; *"Ted Rhodes manager, Fred Bryant and his staff have given us incredible support over the past several years. We decided that it was the perfect place to host our fall tournament for many years to come."* Hill added; *"Next year's tournament is being planned for mid-September, 2007."*

Metro Codes Director, Terry Cobb, said; *"This year, we had support from a total of 99 corporate sponsors, making this event an overwhelming success."* Cobb added.



L to R: Terry Cobb tees off the 1st tee at Ted Rhodes as Mid-South Electric's Jim Winchester and Electrical Inspector, Freddy Morgan, look on.



A History of Codes Administration Airs On Channel 3

The "History of Codes" continues to raise public awareness not only of the role the Codes Administration has played in the community, but its continuing role as the other "public safety" department of Metropolitan government.

"This series provides an opportunity for the public to see the contribution that the Codes Department has made as it addresses building and public safety issues as well as quality of life issues that have affected the community," said Terry Cobb, director of Codes and Building Safety.

Cobb, who has served as the Director of Codes Administration since 1990, believes that this series will go a long way toward answering many questions that the public may have regarding Codes Administration and its policies.

The series titled, "The Metro Department of Codes and Building Safety Presents...", has been produced in cooperation with Metro Channel 3 and marks the first time that a program concerning Codes Administration has been featured on the local government channel.

"A History of Codes" is a series of 10 programs which highlights the role that it has played in the evolution of Nashville into a major American city.

TECHNICALLY SPEAKING

Parking on Private Property

By Bill Penn
Assistant Director
Property Standards Division

It is a violation of the Property Standards code for vehicles to be parked on the grass. The Property Standards Code requires that motor vehicles parked at a private residence be parked on a hard surface. This surface can be asphalt, concrete, or gravel. If the surface is gravel, it must be maintained and kept free of weeds and grass. No more than twenty-five percent of the lot area can be paved and used for parking.

Vehicles with a current handicapped license plate are exempt from this requirement and can park in the yard (on the grass).



Vehicles which are not operational or in an obvious state of disrepair and are incapable of moving under their own power cannot be openly stored or parked on

private property. Even if the vehicle(s) is behind a privacy fence and screened from direct view, they must still meet the conditions of the Property Standards regulation 16.24.330 (K).

Recently, the Metro Council passed an ordinance which has changed the rules concerning watercraft (boats) and trailers. The ordinance changed to Section 16.24.330 by adding a new paragraph "P". The new regulations prohibit trailers or watercraft parked in the front yard of the property. Trailers and watercraft must be stored on a paved or graveled driveway, or behind the front façade of the residential structure.

A trailer is defined as "...every non-motorized vehicle drawn by a motor vehicle designed for carrying or transporting persons or property." A watercraft is defined as "...every vessel used or capable of being used as a means of transporting persons on water, including motorized and non-motorized devices."

This regulation affects boats of all types, jet skis, and trailers, including pop-up campers and other towed travel trailers. Motorized travel trailers would have to conform to the same requirements for motorized vehicles on private property which requires them to be parked on a hard surface, have a current metal license plate, and must be fully operational. To view the actual ordinance, go to:

<http://www.nashville.gov/mc/search.asp> or call the Property



ZONING "101"

• Business Operating in Residential Area

A business may not operate in a residential zone district unless a Home Occupation Permit has been obtained. Before obtaining a permit, nine (9) conditions must be met by the applicant. The permit allows one (1) "non-resident" employee to work on the premises. No customers or clients may visit the premises. There shall be no visible signs from the dwelling indicating the type of business being operated. The area used for the Home Occupation Permit may not exceed 20% of the area of the premises, but in no event more than 500 square feet.

• Repairing Vehicles in a Residential Area

Any homeowner or tenant engaged in the business of repairing or stripping vehicles in a residential zone district is in violation of the Zoning Code. Only vehicles owned by persons residing on the premises may be repaired on the premises.



• Half-Way Houses

Properties converted for use as "Half-Way" houses or "Group Homes" for individuals with physical or mental disabilities are protected under the Fair Housing Act and are exempt from the zoning requirement which prohibits more than 3 unrelated adults from residing in a single family dwelling. Operators of these dwellings must conform to State and Federal regulations in addition to local codes. They must have a license from the State and a certificate from the Fire Marshal before they can operate. Although they are exempt from the number of residents requirement, the structure and grounds must meet all other local regulations (Property Standards, Building and Zoning Codes).



• Rooming and Boarding Houses

A dwelling being utilized as a rooming or boarding house may be a violation of the Zoning Ordinance, i.e. too many apartments in one unit. Rooming houses require proper permits. All residential zone districts are limited to the number of dwelling units on the property. Conversion of residential or other accessory structures are required to have proper permits prior to construction or occupation.

Winter Safety Tips

Supplemental Heating Equipment Leading Cause of Home Fires During Cold Weather

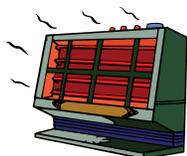
If you plan to use space heaters to help heat your home this winter, use extreme caution, advises the safety professionals at Underwriters Laboratories Inc. (UL). According to the National Fire Protection Association (NFPA) supplemental heating equipment, such as electrical and kerosene heaters, is the leading cause of home fires during the months of December, January and February and trails only cooking equipment as the leading cause of home fires year-round.

"Central home heating systems are not the main fire culprits, but space heaters are," says John Drengenberg, UL's Global Consumer Affairs manager. "Consumers should know that space heaters need space and they should be placed at least 3 feet away from anything that can burn."



UL offers the following safety tips and precautions when using space heaters:

- Space heaters have one function - to provide supplemental heat. Don't use them to warm bedding, cook food, thaw pipes or dry clothing. Misusing space heaters can put you and your family at risk of fire or burn injuries.
- Select heating equipment that has the UL Mark. The UL Mark on a product means that UL technical staff members have tested representative samples of the product for foreseeable safety hazards.
- Remember that 3-foot safety zone. Keep things that burn at least 3 feet away from space heaters.
- Turn off space heaters when you are not in the room or when you go to sleep.
- Supervise children and pets at all times when space heaters are in use. Even the slightest contact with a heating coil or element can cause a severe burn.
- If you have an electric space heater, check for frayed insulation, broken wires or overheating. Have all problems repaired by a professional technician before operating.
- When buying space heaters, look for devices with automatic shut-off features and heating element guards.
- If you have a liquid-fueled space heater, use only the fuel recommended by the manufacturer. Never use gasoline or any other substitute fuel. The wrong fuel could burn hotter than the equipment's design limits and cause a serious fire.



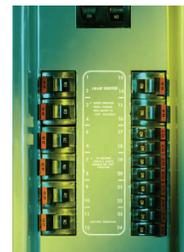
- When refueling, turn off the heater and let it cool down completely before adding fuel. Wipe up any spills promptly.
- If you're considering buying a kerosene heater, check with your local fire department to find out if it is legal in your community.
- Avoid using extension cords with space heaters. If you must use one, make sure you choose an extension cord of the right wire gauge size and type for your heaters.
- Keep the air heater's power supply cord away from high-traffic areas in your home. You don't want people walking on or tripping over the cord.



Fuse Box Safety Tips

Although many homes today have circuit breakers, some older homes may still use an old-fashioned fuse box. If your home has a fuse box, keep these cautions in mind to avoid accidents, fires or other problems:

- Never use a penny to replace a blown fuse! Fuses are designed to offer protection against short circuits and fires; pennies aren't. Keep a good supply of the fuses your home needs on hand so you're not left in the dark.
- Turn off all the appliances on a circuit before you change the fuse for that circuit, and be sure to open the main fuse. If you don't take these steps you could receive a serious shock.
- Never change a fuse in the dark! Use a flashlight to help you see what you're doing.
- Don't stand in the rain, a puddle, or on a wet surface when changing a fuse, and be sure your hands are dry, too.
- Use the right fuse for the right circuit. Most lighting and basic outlet circuits require 15 amp fuses; circuits that supply power to larger appliances, such as dryers and electric stoves, will require fuses rated at a higher fuse amperage.
- Fuses marked with a "P" or a "D" are designed to fail if the panel overheats, to reduce the likelihood of a fire in the fuse box. Don't replace these with ordinary fuses. The D fuse is used for circuits with appliances that have electric motors; P fuses are for circuits with appliances that generate heat but aren't motorized.
- Make sure you always screw fuses in tightly.



Curbside Recycling Update!

Did you know that you can now recycle all kinds of PLASTIC along with your mixed paper, cardboard, metal cans and aluminum cans? Metro Nashville Public Work's curbside recycling program now includes almost any type of plastic bottle or container. You can also take these same types of plastic to the recycling drop-off near you if you do not have curbside recycling.



Here is what can be recycled now in your curbside recycling container:

Mixed Paper:

YES-Newspaper, magazines, junk mail, phone books, manuals, paperback books, construction paper, computer paper, notebook paper, paperboard, cereal boxes, freezer food boxes, and brown paper bags
NO-paper towels, lumber, wax paper, napkins, or tissue



Cardboard:

Yes-Cardboard boxes,
NO-Waxed boxes, pizza boxes



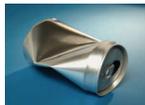
Plastic Bottles/Containers and:

YES-Plastic bottles & containers #1-7, soda & juice bottles, milk jugs, and detergent containers, yogurt or butter containers.
NO-black plastic, Styrofoam or clamshell containers, lawn furniture, computers, plastic phone, oil containers, plastic bags (plastic bags can be recycled at most grocery store locations)



Metal & Aluminum:

YES-Aluminum beverage containers and metal food containers.
NO-bulk metal, car engines, bed frames, or other various metals



Fall Leaf Collections Have Begun

In November, Public Works began a sweep to pick up bagged leaves that were left at the curb or in alleys. The crews will be continuing their sweeps from January into March. Please note the schedule below for your areas.



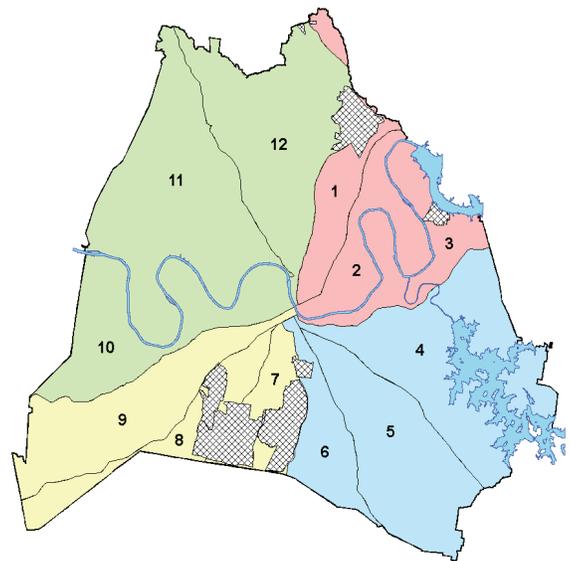
You should have your leaves out by the first day of collection in your area. We ask that you use only paper or plastic biodegradable bags, and place them where your trash is collected.

Satellite cities (Belle Meade, Forest Hill, Oak Hill, Berry Hill, Lakewood and Goodlettsville) are not included in Metro's leaf collection program.

You may dispose of leaves in several ways. You can mulch them up with your lawn mower, piled up for composting, or set out in bags for Metro's collection service. Whatever you choose to do, please don't rake your leaves into the street. They could possibly plug up storm drains or cause other problems.



For more information, call 880-1000, or visit the recycle website at www.nashville.gov/recycle for a more complete list of collection guidelines.



Leaves will be picked up on the following schedule:

Routes 1, 2, 3	Jan 22 – Feb 2	
Routes 4, 5, 6	Feb 5 – Feb 19	
Routes 7, 8, 9	Dec 27 – Jan 8	Feb 20 – Feb 28
Routes 10, 11, 12	Jan 9 – Jan 19	March 1 – March 9

The Strategic Neighborhood Initiative Narrowing the Focus

In earlier editions of the newsletter we have described proactive support programs which take a broad brush approach, identifying larger sections of the community for codes enforcement. There is a new program whose focus is more limited.

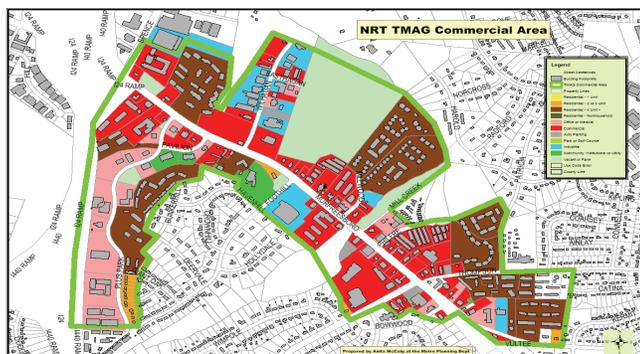
The Strategic Neighborhood Initiative (SNI) is similar to other programs in that it relies upon input from the community, but it differs in that it is limited to inspections of a much smaller area. Up to five blocks can be inspected under this program and the inspections in these five blocks will concentrate on identifying any codes violation, no matter how small. Our goal with this program is to intensely enforce the code within the five block area in order to produce an immediate, visible change in the community. In other programs, where the inspections are occurring over a wider area, it is sometimes difficult to see the improvements being made.

In order to participate in the SNI program, a request must be made by the neighborhood organization. This program is only for organized neighborhood groups. Individuals cannot request an SNI inspection. If a group is interested, they should first select the five blocks they would like to focus on. These blocks can be five separate blocks or they can be five contiguous blocks. By limiting the area of the inspections, we can focus our assets and can often make an immediate impact on a community since the blocks selected are the worst in the neighborhood. Because these are the worst blocks, it may take longer to bring the properties into compliance given the number of violations and / or the complexity of these cases.

Neighborhood groups interested in participating in this program should contact the Property Standards division to schedule a meeting with the group to discuss their needs and the programs requirements.

It's a good idea to have some blocks identified prior to the meeting in order to facilitate the selection process. The Codes staff will review the selected blocks to determine their appropriateness for the program and to establish our inspection timeline. Once the inspections occur, we will provide the group with a report of our progress. We invite Nashville's neighborhoods to take advantage of Code's newest pro-active community support program.

Please see the map below for an aerial view example of the marked neighborhood group area. Areas such as these are used in the SNI.



Employee Highlights

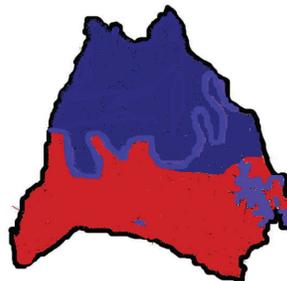
Jeff Castleberry, Property Standards Inspection Chief, is the Blue Team supervisor directly responsible for management of the daily activities of five Property Standards



Inspectors. The county is divided into ten inspection areas and the Blue Team area covers the entire county north of the Cumberland River.

The Blue Team's daily inspection activities cover a wide range of tasks whose mission is to provide effective and timely customer service to the citizens of Davidson County. Jeff has focused on neighborhood concerns and has attended neighborhood meetings, the Mayors Conference on Neighborhoods and participated in other activities to support neighborhoods. Mr. Castleberry holds several certifications with the International Codes Council and is a State certified Residential Building Inspector.

Jeff joined the Codes Department in 1998 as a field inspector after having worked for the Metro Health department for 18 years in that department's Allied Health division. He holds a degree in Business Administration from Georgia State University in Atlanta and he is a former Army Officer and graduate of the Field Artillery Officers School with service in the U.S. and the Middle East. Before coming to Metro, he served in the Georgia State Patrol. He and his wife Betsy have a daughter named Claire who is attending college in Birmingham, Alabama



To the left you will see a map of Davidson County. The "blue" section is the area supervised by Jeff on a daily basis with five (5) inspectors.



PASS IT ON!



Pass the word about our newsletter! We would be honored if you would share our newsletter with your friends, family and co-workers. If anyone would like to sign up to receive it themselves, they just need to send us their email, and we will be happy to "Pass It On" to them.

Terry Cobb and Bill Penn welcome your feedback on our e-newsletter. Please send your comments to [Bill Penn](mailto:Bill.Penn@metro-nashville.gov), Assistant Director, Property Standards Div., 862-6516



For information regarding accessibility, please contact Manley Biggers at (615) 862-6521 or fax (615) 862-6499. He can also be reached at manley.biggers@nashville.gov