



MPC approves sterchi  
form zonina  
MPC Community Zoning Guideline  
Studies Okayed

Next Thursday Conference  
11 West Side Rezoning On MPC Agenda  
MPC Tours Area of Rezoning Request

MPC Schedules Small Area  
Hearing on West Knox County Plan  
MPC Committee  
Holds Work Session

MPC Will Supervise Study  
of Carbon Monoxide Buildup  
Of Road

# ANNUAL REPORT

## MPC Favors Focus On MPC:

MPC Approves industrial Zoning for Landfill Tract

Community Development  
Full Tyree Names 4 MPC  
Members, Sets Rules

RETURN TO MPC LIBRARY

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METROPOLITAN PLANNING COMMISSION

ANNUAL REPORT FY76

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ADMINISTRATION



ADMINISTRATION

Administrative activities of MPC are generally divided into four categories: Code Administration, Program Management, Information, and Support Services. Within this activity MPC carries out routine administration of the ordinances, oversees its own internal operations and provides fundamental information and support services. Illustrations of Administrative work items are:

CODE ADMINISTRATION:

The Code Administration section processes applications, advises applicants by mail of date of MPC meeting and MPC action on request. It also reports to City Council, County Commission and Building Inspectors as appropriate on the following requests:

- REZONINGS - 216
- USES ON REVIEW - 46
- VARIANCES - 31
- STREET NAME CHANGES - 10
- STREET & ALLEY CLOSURES - 30

SUBDIVISION PLATS PROCESSED

- Preliminary - 42
- Final - 113 plats, 1,777 lots
- One Lot Subdivisions - 400

TOTAL LOTS - 2,177

- Zoning Ordinance Amendments Processed - 3
- Subdivision Regulation Amendments Processed - 8
- MPC By-Laws Amendments Processed - 3
- House Numbers Issued - 2,307
- House Numbers Verified Upon Request - 1,926
- Signs Posted and Picked Up for MPC Meetings - 394
- Signs Posted and Picked Up for Rezoning Appeals to Board of Commissioners - 23
- Telephone Calls (Zoning, subdivisions, use on review, variance, house numbers, miscellaneous information) - 12,513

<u>Type of Petition or Matter</u>	<u>Number Approved</u>	<u>Number Denied</u>	<u>Number Postponed</u>
Rezoning petitions - City.....	60	14	22
Rezoning petitions - County.....	66	25	29
Use on Review petitions - City.....	24	7	3
Use on Review Petitions - County.....	11	--	1
Variance petitions - City (only).....	25	4	2
Request for Street Name Changes - City.....	5	--	--
Request for Street Name Changes - County.....	5	--	--
Request for Street-Alley Closures - City.....	18	4	8
Request for Street-Alley Closures - County.....	--	--	--
Subdivisions - Preliminary - City.....	7	--	--
Subdivisions - Preliminary - County.....	35	--	--
Subdivisions - Final - City.....	52	--	2
Subdivisions - Final - County.....	61	2	1
Number of lots - Final Subdivision - City.....	264	--	--
Number of lots - Final Subdivision - County.....	1,513	--	--
One Lot Subdivisions - City.....	111	--	--
One Lot Subdivisions - County.....	289	--	--
Amount of fees collected.....			\$24,448.59



## PROGRAM MANAGEMENT

Auditing Procedures: For several years MPC has received its financial support from a variety of sources, including City and County Governments, and various State and Federal grants. The diversity of these accounts and their wide range of requirements led MPC in 1975 to structure a unified accounting and auditing procedure which provides effective cost control and management oversight for the agency's activities.

Program Budget: The Planning Commission operates as a staff agency providing services to both City and County governments. To accomplish this purpose, MPC began last year to build a program budget for its yearly activities. This management tool is intended to provide the citizen, Commissioner, or elected government leader with a concise picture of proposed and ongoing MPC programs and their costs. When this is completed this year it will greatly facilitate the process of establishing priorities.

Merit Personnel System: In June 1975 the Planning Commission directed the staff to design a formal personnel evaluation system. This was carried out during the year and employee evaluations are now an integral part of operations. This system forms a basis for management-employee interaction with the goal of improved quality of our planning product. It also serves as one of the factors for establishing merit raises during the year.

## INFORMATION

DIME FILE: A basic tool used by the Bureau of the Census for their work is a Geographic Base File (GBF). This file assigns geographic identification codes to addresses so local data can be correlated to small areas. The Dual Independent Map Encoding (DIME) process is a technique used to correct and update the GBF so it will be ready for the 1980 Census. MPC has been working for a year, under contract to the Census Bureau, to prepare the DIME file and anticipates completion in early 1978.

City-County Addressing: After beginning the project with the Census Bureau it was discovered that the reference base within the City and County was inadequate. Therefore the staff began the task of correcting and updating the address systems within both governmental units.

Poverty-Aging Study: At the request of the Community Action Committee (CAC) MPC undertook the task of updating the available information concerning the incidence and location of our aging population and those in the community who were living in poverty.

Library: During this year MPC added to its staff the services of a librarian (part-time). With this expertise a complete cataloging and revamping of our library resources was begun. This work is nearly complete. This facility serves as a reference point for citizens, students, governmental leaders, as well as MPC professional staff.

Population Project: This project included producing population estimates and projections to form the foundation for a larger demographic data base. The staff has obtained and published traffic zone population estimates for 1975, 1980, 1985, and 1990 for both the City and the County.

Population Reapportionment: This project was carried out to prepare current estimates for magisterial districts by wards and precincts for the Quarterly County Court reapportionment.

PLANNING



## PLANNING

Planning is the primary activity of the Commission and accounts for fifty-eight percent of its resources. The Planning function has four subparts: Policy, Organized Services, Land Development, and Programming. The foundation of MPC's advisory role to decision-makers is built on the Planning activities. Examples of these are:

### POLICY

Technical Information Report (General Plan Review): This report compiles inventory information describing existing conditions in the community. It includes maps, statistical data, and a brief text depicting the current status of the Seven Systems: Human Development, Health Care, Utilities, Production, Commerce, Residents, and Communication.

Sewer Cost Policy Study: The sewer cost policy study analyzed the cost of extending sewer service and the various methods of financing these extensions. This study was prompted by a request of the Planning Commission that the staff examine these issues in light of continued community interest and legislative intent. The study recommends a comprehensive policy for providing sanitary sewers in residential areas and developments throughout the county.

Executive Management Study: This study analyzed Knoxville's basic management tools - comprehensive planning, capital improvements programming, and capital and operations budgeting - and recommended an executive management system for the city. The process of comprehensive planning, capital improvements programming and budgeting were individually described and evaluated. The relationships between these processes were analyzed. Finally, the study recommended changes in each process individually and in the integration of all three to form a total management system for the city.

### ORGANIZED SERVICES:

Organized Services (Inventory Maps): A series of fifteen organized services inventory maps have been designed and produced. These cover schools, recreation, transportation, fire and law enforcement, sanitary sewers, solid waste, water, housing, health, storm water, cultural facilities (library), cultural facilities (historic structures), telephone, Cable TV, electricity and natural gas. These maps furnish a readily available tool for determining the extent of any specific organized service within the community.

Monthly Transportation Planning Report: This ongoing report covers all transportation planning activities for Knoxville and Knox County. The report includes updated information on road projects, transit service improvements, bikeway planning, waterways, and air travel.

World's Fair Feasibility Study (Transportation Input): MPC produced a brief summary of all transportation facilities and services in the Knoxville area and how they might serve World's Fair traffic. This summary inventoried the types of facilities available.



Transportation Improvement Program: The TIP is an annual program of all transit and highway projects to be financed with federal funds for the upcoming year and the following four years (five year program for improvements).

UMTA - Section 5 Application (Operating Assistance): This is an annual grant application for federal funds to match fifty percent of the annual operating deficit of the Knoxville Transit Corporation. MPC prepares the application on behalf of the City.

Unified Work Program - FY77: The UWP is an annual report which sets out all transportation planning work activities to be undertaken for the upcoming year. Planning activities from local, regional, and state agencies involved in work for Knoxville/Knox County are included. This is one of the devices, along with the Transportation Improvement Program, which assures coordination

Annual Report 1975 (transportation): This is an annual report summarizing the transportation activities of the previous year. It describes planning work that was completed, projects initiated, and projects that have been completed.

1995 Major Route Plan: This report included a listing of each road project necessary to implement the twenty year road plan with descriptions of the type of improvement, cost of the improvement, future traffic on the road, and priorities for completing each project. It was adopted by the Transportation Policy Committee.

Transportation System Management Element (Short Range Transportation Plan): This plan recommends several short range projects to make better use of our existing transportation system. Included are eighty highway projects, twelve transit projects, and fifteen bikeway proposals, all of which are relatively inexpensive solutions to many of the existing transportation problems in Knoxville and Knox County.

Downtown Parking Survey: MPC, with the City of Knoxville's Traffic Engineering Department, completed an inventory of all public and private parking facilities in the downtown area. This was then reproduced in map form with the types and locations specifically identified.

Bikeway Demonstration Grant Application: This application, prepared by the MPC staff for the City, is being prepared for funds to build bikeways. (80% Federal, 20% local.) The bikeways, after constructed, will demonstrate new ideas in safety and design.

Riverport Feasibility Study Application: The MPC staff also prepared an application for funds for the City of Knoxville and the Chamber of Commerce to conduct a project to increase the use of water travel on the Tennessee River for goods movement.

Community Development Inventory: The Community Development Inventory (inventory of land use and environmental services) is a street-by-street inspection of the public facilities and right of way and a parcel-by-parcel evaluation of land use and its condition. The inventory is an ongoing project involving observations of the city streets and abutting property annually. The data is stored, updated and processed through computer facilities. A printed inventory document will be initially produced with 25% of it programmed for updating every year.



Neighborhood Revitalization Program: This program, designed by MPC for the office of the Mayor, is both a strategic and practical method for selecting areas suitable for neighborhood revitalization funding under the Community Development Act. The strategy is to select the areas that prove to be the most cost effective in terms of both resident interaction and participation in the practical application of funding through low cost loan programs. The practical selection of areas is based upon the community development inventory and the participation and recommendation of the Citizens' Advisory Committee and the final approval of City Council.

Code Enforcement Study: This study is an examination of procedures and problems involved in the enforcement of the City of Knoxville's Housing Code. The study is based on a review of pertinent literature and numerous interviews with local government officials and citizens' groups. It concludes with a set of recommendations and proposals aimed at improving the effectiveness of code enforcement within this community.

201 Site Evaluation Review: This project was structured to review and evaluate the adequacy of the 201 site selection process for a regional waste water treatment facility.

City & County Recreation Plan: This is a comprehensive report describing the recreation service needs for Knoxville and Knox County during the next fifteen years. They include existing inventory, need analysis, recommendations, priorities, capital improvements program, and maps.

City and County BOR Grant Applications: MPC staff has prepared the required information to enable Knoxville and Knox County to apply for federal matching grants for recreation improvements. The applications include project descriptions, environmental assessments, cost estimates, site plans, and various application forms, appraisals, and surveys.

208 Management Profile Report: In examining the task of managing water quality related activities, MPC has had to deal with planning, regulatory and operating agencies. An initial step in this process was to identify, describe, and analyze those agencies involved in one or more of the activities. This report inventoried and analyzed agencies in terms of legal authority, geographic boundaries, financial status and fiscal mechanisms, services and facilities, organizational arrangements, and staffing coordination with other agencies, and public accountability and involvement. It provides a data base from which management alternatives have been developed.

## LAND DEVELOPMENT

Small Area Studies: Small area studies are specific short range plans that extend the general plan to a level of detail that is used for immediate application to neighborhood or other functional unit. During the year, MPC achieved completion of the following small area studies: Choto, Williams Bend, Carmichael Road, and Mechanicsville-Lonsdale-Beaumont.

208 Land Capability Maps: As part of the 208 process, information on soils, geology, and topography has been gathered. Previously this data has been available from several separate sources. In conjunction with TVA, a computer model has been used which allows the identification of development potential based on various combinations of single factors (e.g., excessive slope, high soil permeability, and shallow depth bedrock). These combined factors are displayed as composites on computer maps and indicate at a county-wide scale categories for development potential.

Sterchi Farm Report: The MPC staff was requested to provide an in-depth analysis of the Issues surrounding the rezoning of the approximately 1,000 acre Sterchi Farm property. This report was presented to the Planning Commission covering items such as land use, zoning categories, the availability of urban services such as thoroughfares, sewers, police and fire protection, schools and recreation, and proposing a development plan for the area and a proposed zoning pattern.

Monthly Zoning Reports: These ongoing reports are part of the staff's procedure to provide monthly information to the Planning Commissioners prior to their making decisions regarding zoning requests.

#### PROGRAMMING

City & County Capital Improvements Program: The Capital Improvements Programs (CIP) are schedules of current and long term capital expenditures by the City and County. Items included in the CIP represent capital expenditures for the community and generally include buildings, structures, land, and major equipment. In addition to identifying needed public improvements, the CIP also indicates the appropriate methods for financing each project.



COMMUNICATIONS

## COMMUNICATIONS

Communications for MPC represents the investment of time for consultation activities and the development of public participation in the planning process. In this area, heavy emphasis is placed upon consultation and the Continuing Community Conference.

### CONSULTATION

Consultation Activities by MPC: Substantial activity has occurred during the year consulting with individuals, development companies, and other agencies on matters relative to the development of the community. These activities will include interpreting the General Plan and pointing out the relationship between specific proposals and the objectives of the Plan for the community.

Community Conference: As a part of a continuing effort to involve citizens in plan-making, MPC has been sponsoring during the year a series of Community Conferences. As a community institution, the conference has the potential of becoming a major way to bring various community groups and individual citizens together with the agencies and elected officials who serve them. It is envisioned that the Community Conference sessions will be held several times during the year on a regular basis. These conferences can focus on current issues, proposals, and ongoing projects of interest to various groups and individuals throughout the community.