

RE: Municipal Planning Commission (MPC)

Attention Homeowner:

More and more homeowners in the City of Belle Meade are finding out that when they come to City Hall to pull a permit, they have a combination of parcels that make up what they are considering one lot. If you were to search the Metro Map <http://maps.nashville.gov/propertykiva!site/main.htrn> you may find that your home sits on more than one parcel of land.

The City of Belle Meade recognizes single lots in our zoning ordinance. What that means is if you want to take full advantage of a piece of property in calculating the setbacks (building envelope), and footprint and F.A.R. allowed it will need to be defined as a *single lot* on a recorded subdivision plan or plat of record in the Register's Office for Davidson County, Tennessee.

The process to do this is having a surveyor prepare a CONSOLIDATION PLAT showing the property line or lines to be removed by the recording of the plat. The Consolidation Plat must also have an Owner's Certification block (area) signed by the homeowner, a Surveyor's Certification block (area) with seal and signature of a Tennessee certified surveyor, and a block (area) for the Chairman of the Planning Commission of Belle Meade to sign approving the consolidation. Once approved you will take the signed consolidation plan and have it recorded with the Register's Office. You may then apply for a building permit with the City.

This will need to be completed before you pull *any* permit with the office of Building Codes and Zoning.

The Consolidation Plat will need to be submitted to the Building Official along with a completed Planning Commission application and \$400 fee to be placed on the agenda for the Planning Commission. The Planning Commission meets the third Tuesday of every month at 5:00p.m. and the cutoff to be placed on the agenda is 15 days prior to the meeting.