

**THE
JEFFERSON CITY
MUNICIPAL
CODE**

Prepared by the

**MUNICIPAL TECHNICAL ADVISORY SERVICE
INSTITUTE FOR PUBLIC SERVICE
THE UNIVERSITY OF TENNESSEE**

in cooperation with the

TENNESSEE MUNICIPAL LEAGUE

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Change 16
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CITY OF JEFFERSON CITY, TENNESSEE

MAYOR

Mitch Cain

VICE MAYOR

Kevin Bunch

COUNCIL MEMBERS

Ailene Combs

Dennis (Rocky) Melton

Sheila Purkey

CITY MANAGER

James A. Gallup

RECORDER

Monica Myers

PREFACE

The Jefferson City Municipal Code contains the codification and revision of the ordinances of the City of Jefferson City, Tennessee. By referring to the historical citation appearing at the end of each section, the user can determine the origin of each particular section. The absence of a historical citation means that the section was added by the codifier. The word "modified" in the historical citation indicates significant modification of the original ordinance.

The code is arranged into titles, chapters, and sections. Related matter is kept together, so far as possible, within the same title. Each section number is complete within itself, containing the title number, the chapter number, and the section of the chapter of which it is a part. Specifically, the first digit, followed by a hyphen, identifies the title number. The second digit identifies the chapter number, and the last two digits identify the section number. For example, title 2, chapter 1, section 6, is designated as section 2-106.

By utilizing the table of contents and the analysis preceding each title and chapter of the code, together with the cross references and explanations included as footnotes, the user should locate all the provisions in the code relating to any question that might arise. However, the user should note that most of the administrative ordinances (e.g. Annual Budget, Zoning Map Amendments, Tax Assessments, etc...) do not appear in the code. Likewise, ordinances that have been passed since the last update of the code do not appear here. Therefore, the user should refer to the city's ordinance book or the city recorder for a comprehensive and up to date review of the city's ordinances.

Following this preface is an outline of the ordinance adoption procedures, if any, prescribed by the city's charter.

The code has been arranged and prepared in loose-leaf form to facilitate keeping it up to date. MTAS will provide updating service under the following conditions:

(1) That all ordinances relating to subjects treated in the code or which should be added to the code are adopted as amending, adding, or deleting specific chapters or sections of the code (see section 8 of the adopting ordinance).

(2) That one copy of every ordinance adopted by the city is kept in a separate ordinance book and forwarded to MTAS annually.

(3) That the city agrees to pay the annual update fee as provided in the MTAS codification service charges policy in effect at the time of the update.

When the foregoing conditions are met MTAS will reproduce replacement pages for the code to reflect the amendments and additions made by such ordinances. This service will be performed at least annually and more often if justified by the volume of amendments. Replacement pages will be supplied with detailed instructions for utilizing them so as again to make the code complete and up to date.

The able assistance of Linda Dean, the MTAS Sr. Word Processing Specialist who did all the typing on this project, and Sandy Selvage, Administrative Services Assistant, is gratefully acknowledged.

Steve Lobertini
Codification Consultant

**ORDINANCE ADOPTION PROCEDURES PRESCRIBED BY THE
CITY CHARTER**

Section 12. Ordinance procedure. All ordinances shall begin with the clause, "Be it ordained by the city council of Jefferson City, Tennessee." An ordinance may be introduced by any member of the council. The body of ordinances may be omitted from the minutes on first reading, but reference therein shall be made to the ordinance by title and/or subject matter. Every ordinance shall be passed on three different days, at regular, special or adjourned meetings. Except in the ordinance adopting the budget, no material or substantial amendment may be made on final passage, unless such amendment be passed in the same manner as an amendment to an existing ordinance. Every ordinance shall be effective upon final passage unless by its terms the effective date is deferred. Every ordinance upon final passage shall be signed by the presiding officer of council, and shall be immediately taken charge of by the recorder, and by him numbered, copied in an ordinance book and there authenticated by the signature of the recorder, and filed and preserved in the recorder's office.

TABLE OF CONTENTS

	<u>PAGE</u>
<u>INTRODUCTION</u>	
OFFICIALS OF THE CITY AT TIME OF CODIFICATION.....	ii
PREFACE.....	iii
ORDINANCE ADOPTION PROCEDURES PRESCRIBED BY THE CITY CHARTER.....	v

CHARTER

CHARTER TABLE OF CONTENTS.....	C-1
TEXT OF CHARTER.....	C-4

CODE OF ORDINANCES

CODE-ADOPTING ORDINANCE.....	ORD-1
TITLE 1. GENERAL ADMINISTRATION	1-1
CHAPTER	
1. CITY COUNCIL	1-1
2. CITY MANAGER	1-3
3. RECORDER	1-5
4. DEPARTMENTS	1-7
5. CODE OF ETHICS.....	1-8
TITLE 2. BOARDS AND COMMISSIONS, ETC.....	2-1
CHAPTER	
1. HISTORICAL ZONING COMMISSION	2-1
2. TREE BOARD.....	2-2
TITLE 3. MUNICIPAL COURT	3-1
CHAPTER	
1. CITY JUDGE	3-1
2. COURT ADMINISTRATION.....	3-2

	<u>PAGE</u>
3. WARRANTS, SUMMONSES AND SUBPOENAS	3-4
4. BONDS AND APPEALS	3-5
TITLE 4. MUNICIPAL PERSONNEL	4-1
CHAPTER	
1. SOCIAL SECURITY	4-1
2. PERSONNEL GUIDELINES	4-3
3. MISCELLANEOUS PERSONNEL REGULATIONS	4-4
4. OCCUPATIONAL SAFETY AND HEALTH PROGRAM	4-6
5. INFECTIOUS DISEASE CONTROL POLICY	4-9
6. [REPEALED]	4-18
7. [REPEALED]	4-19
TITLE 5. MUNICIPAL FINANCE AND TAXATION	5-1
CHAPTER	
1. MISCELLANEOUS	5-1
2. REAL PROPERTY TAXES	5-2
3. PRIVILEGE TAXES	5-3
4. WHOLESALE BEER TAX	5-4
5. PURCHASING	5-5
6. FUNDS FOR NONPROFIT ORGANIZATIONS	5-15
TITLE 6. LAW ENFORCEMENT	6-1
CHAPTER	
1. POLICE AND ARREST	6-1
2. CITATIONS, WARRANTS, AND SUMMONSES	6-4
3. WORKHOUSE	6-6
TITLE 7. FIRE PROTECTION AND FIREWORKS	7-1
CHAPTER	
1. FIRE DISTRICT	7-1
2. FIRE CODE	7-2
3. FIRE DEPARTMENT	7-10
4. FIREWORKS	7-14

	<u>PAGE</u>
TITLE 8. ALCOHOLIC BEVERAGES	8-1
CHAPTER	
1. INTOXICATING LIQUORS	8-1
2. BEER	8-4
3. LIQUOR STORES	8-12
TITLE 9. BUSINESS, PEDDLERS, SOLICITORS, ETC.	9-1
CHAPTER	
1. MISCELLANEOUS	9-1
2. PEDDLERS, SOLICITORS, ETC.	9-2
3. TAXICABS	9-7
4. POOL ROOMS	9-11
5. TREE TRIMMING	9-12
TITLE 10. ANIMAL CONTROL	10-1
CHAPTER	
1. IN GENERAL	10-1
2. DOGS	10-3
3. VICIOUS DOGS	10-6
TITLE 11. MUNICIPAL OFFENSES	11-1
CHAPTER	
1. MISDEMEANORS OF THE STATE ADOPTED	11-1
2. ALCOHOL	11-2
3. FORTUNE TELLING, ETC.	11-3
4. OFFENSES AGAINST THE PEACE AND QUIET ...	11-4
5. INTERFERENCE WITH PUBLIC OPERATIONS AND PERSONNEL	11-7
6. FIREARMS, WEAPONS AND MISSILES	11-8
7. TRESPASSING MALICIOUS MISCHIEF AND INTERFERENCE WITH TRAFFIC	11-9
8. MISCELLANEOUS	11-10
TITLE 12. BUILDING, UTILITY, ETC. CODES	12-1
CHAPTER	
1. BUILDING CODE	12-1
2. UNSAFE BUILDING ABATEMENT CODE.	12-5

PAGE

3.	PLUMBING CODE.....	12-7
4.	MECHANICAL CODE.....	12-9
5.	GAS CODE.....	12-11
6.	EXISTING BUILDINGS CODE.....	12-13
7.	RESIDENTIAL CODE.....	12-15
8.	BUILDING CODE APPENDIX J.....	12-21
9.	LIFE SAFETY CODE.....	12-22
10.	ENERGY CONSERVATION CODE.....	12-26

TITLE 13. PROPERTY MAINTENANCE REGULATIONS..... 13-1

CHAPTER

1.	MISCELLANEOUS.....	13-1
2.	JUNKYARDS AND JUNK VEHICLES.....	13-5
3.	DISPLAY OF ADDRESSES.....	13-6
4.	SLUM CLEARANCE.....	13-8

TITLE 14. ZONING AND LAND USE CONTROL..... 14-1

CHAPTER

1.	MUNICIPAL PLANNING COMMISSION.....	14-1
2.	ZONING.....	14-3
3.	MUNICIPAL FLOODPLAIN ZONING ORDINANCE.....	14-4
4.	STORMWATER MANAGEMENT.....	14-27

TITLE 15. MOTOR VEHICLES, TRAFFIC AND PARKING..... 15-1

CHAPTER

1.	MISCELLANEOUS.....	15-1
2.	EMERGENCY VEHICLES.....	15-12
3.	SPEED LIMITS.....	15-14
4.	TURNING MOVEMENTS.....	15-15
5.	STOPPING AND YIELDING.....	15-16
6.	PARKING.....	15-19
7.	ENFORCEMENT.....	15-23
8.	CHILD PASSENGER RESTRAINT SYSTEMS AND USE OF SAFETY BELTS IN PASSENGER VEHICLES.....	15-26
9.	VEHICLE IMPOUNDMENT LOT.....	15-27

	<u>PAGE</u>
TITLE 16. STREETS AND SIDEWALKS, ETC.	16-1
CHAPTER	
1. MISCELLANEOUS	16-1
2. EXCAVATIONS AND CUTS	16-4
3. STREET LIGHT POLICY	16-7
TITLE 17. REFUSE AND TRASH DISPOSAL.	17-1
CHAPTER	
1. REFUSE	17-1
2. RECYCLING	17-5
TITLE 18. WATER AND SEWERS	18-1
CHAPTER	
1. WATER	18-1
2. SEWERS	18-15
3. SEWAGE DISPOSAL	18-18
4. CROSS CONNECTIONS, AUXILIARY INTAKES, ETC.	18-26
5. FATS, OILS, AND GREASE DISPOSAL REGULATIONS	18-36
TITLE 19. ELECTRICITY AND GAS.	19-1
RESERVED FOR FUTURE USE	
TITLE 20. MISCELLANEOUS	20-1
1. ABANDONED PROPERTY	20-1
2. CIVIL EMERGENCIES	20-3
3. NONRESIDENT PROPERTY OWNERS VOTING IN MUNICIPAL ELECTIONS	20-5
CERTIFICATE OF AUTHENTICITY.	CERT-1
APPENDIX	APP-1