

FARRAGUT BOARD OF MAYOR AND ALDERMEN

November 13, 2014

BMA MEETING

7:00 PM

- I. **Silent Prayer, Pledge of Allegiance, Roll Call**
- II. **Approval of Agenda**
- III. **Mayor's Report**
 - A. Presentation of Donations to the Knox County Schools
- IV. **Citizens Forum**
- V. **Approval of Minutes**
 - A. October 23, 2014
 - B. November 3, 2014
- VI. **Ordinances**
 - A. Public Notice and Second Reading
 1. **Ordinance 14-16**, Ordinance amending the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 Acres, from R-2 (General Single-Family Residential District) to R-6 (Multi-Family Residential District) and OSMFR (Open Space Multi-Family Residential Overlay District) (PMG Applicant)
 - B. First Reading
 1. **Ordinance 14-14**, Ordinance to annex into the corporate boundary of the Town of Farragut and adopt a Plan of Service for Parcel 108, Tax Map 130, 902 N. Campbell Station Road, 1.55 Acres (Kay Wellons, Applicant)
 2. **Ordinance 14-18**, Ordinance to amend Title 16, Streets and Sidewalks, Etc., Chapter 4, Driveways and Other Access Ways, Sections 16-402 and 16-403.1-4 of the Farragut Municipal Code, to clarify the requirement for a traffic impact study in relation to rezoning requests.
 3. **Ordinance 14-19**, Ordinance to Amend the Town of Farragut Municipal Code Title 16 Streets and Sidewalks by adding Chapter 6 Everett Road Corridor Improvement Fee

VII. Business Items

- A. Approval of the Calhoun's New Year's Day 5K
- B. Approval of the Race 13.1 Half-Marathon, 10K and 5K
- C. Approval of Amended Contract with Red Flex Traffic Systems to Provide Automated Traffic Enforcement to the Town of Farragut

VIII. Town Administrator's Report

IX. Town Attorney's Report

It is the policy of the Town of Farragut not to discriminate on the basis of race, color, national origin, age, sex, or disability pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs. To request accommodations due to disabilities, please call 865-966-7057 in advance of the meeting.

MINUTES

FARRAGUT BOARD OF MAYOR AND ALDERMEN

October 23, 2014

BMA WORKSHOP

6:15 PM – Discussion of the Everett Road Corridor

BMA GROUP PHOTO

6:55 PM

BMA MEETING

7:00 PM

- I. Silent Prayer, Pledge of Allegiance, Roll Call
- II. Approval of Agenda
- III. Mayor's Report
- IV. Citizens Forum
- V. Approval of Minutes
 - A. October 9, 2014
- VI. Ordinances
 - A. First Reading
 1. **Ordinance 14-16**, Ordinance amending the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 Acres, from R-2 (General Single-Family Residential District) to R-6 (Multi-Family Residential District) and OSMFR (Open Space Multi-Family Residential Overlay District) (PMG Applicant)
 2. **Ordinance 14-19**, Ordinance to Amend the Town of Farragut Municipal Code Title 16 Streets and Sidewalks by adding Chapter 6 Everett Road Corridor Improvement Fee
- VII. Business Items
 - A. Approval of Contract 2015-08, Street Resurfacing of Andover Boulevard
 - B. Approval of Engineering Services Contract for the Kingston Pike Greenway Project (Old Stage Road to Virtue Road)
- VIII. Town Administrator's Report
- IX. Town Attorney's Report

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The Farragut Board of Mayor and Aldermen met in a regular session on Thursday, October 23, 2014 at 7:00 p.m. Members present were Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok.

Approval of Agenda

Motion was made to approve the agenda with the postponement of item VI.A.2. Moved by Alderman Honken, seconded by Alderman Markli; voting yes, voting yes; Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok; no nays; motion passed.

Citizens Forum

Liston Matthews, 818 Concord Road; Doug Dutton, 12031 S. Fox Den; Mike Tisdale, 112 Confederacy Lane; and George Caldwell, 1153 Laurel Hill Road, all addressed the Board to remove the ban on guns in the Farragut parks and greenways.

Approval of Minutes

Motion was made to approve the minutes of October 9, 2014 with a minor correction. Moved by Alderman Honken, seconded by Alderman Pinchok; voting yes, voting yes; Mayor McGill, Aldermen Honken, Markli and Pinchok; no nays; Alderman LaMarche abstained; motion passed.

Ordinances

First Reading

Ordinance 14-16, Ordinance amending the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 Acres, from R-2 (General Single-Family Residential District) to R-6 (Multi-Family Residential District) and OSMFR (Open Space Multi-Family Residential Overlay District) (PMG Applicant)

Motion was made to approve Ordinance 14-16 on first reading. Moved by Alderman Honken, seconded by Alderman Markli; voting yes, voting yes; Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok; no nays; motion passed.

Business Items

Approval of Contract 2015-08, Street Resurfacing of Andover Boulevard

Motion was made to approve bids and award Contract 2015-08 to Greenback Asphalt Company Inc. for their unit prices bid on March 18, with an estimated total cost of \$59,121.30, subject to cancellation if we are able to finalize an acceptable alternative agreement with Rogers Group, by November 6, 2014, to repair Andover Boulevard. Moved by Alderman Honken, seconded by Alderman LaMarche; voting yes, voting yes; Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok; no nays; motion passed.

Approval of Engineering Services Contract for the Kingston Pike Greenway Project (Old Stage Road to Virtue Road)

Motion was made to approve the contract from Cannon & Cannon, Inc. for design services for the Kingston Pike Greenway Project (Old Stage to Virtue Road) in the amount of \$114,700. Moved by Alderman Honken, seconded by Alderman LaMarche; voting yes, voting yes; Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok; no nays; motion passed.

Town Administrator's Report

The following check was approved for payment.

#34100, William & April Quinn, \$64,510.98

Moved by Alderman Honken, seconded by Alderman LaMarche; voting yes, voting yes; Mayor McGill, Aldermen Honken, LaMarche, Markli and Pinchok; no nays; motion passed.

David Smoak, Town Administrator, reported that Freaky Friday Fright Nite will be Friday from 5-7 PM. He also reported that the architectural standards forum will be October 28 beginning at 6:00 PM.

Alderman LaMarche requested that the guns in parks discussion be placed on the next agenda. Motion was made to place it on the November 13th agenda. Moved by Alderman Markli, seconded by Alderman LaMarche; roll call vote; Alderman Honken, no; Alderman LaMarche, yes; Alderman Markli, yes; Alderman Pinchok, no; Mayor McGill, no; motion failed 3-2.

Meeting adjourned at 7:55 PM

Ralph McGill, Mayor

Allison Myers, Town Recorder

SPECIAL CALLED MEETING

FARRAGUT BOARD OF MAYOR AND ALDERMEN November 3, 2014

The Farragut Board of Mayor and Aldermen met in a special called meeting on Monday, November 3, 2014 at 7:10 PM. Members present were Aldermen LaMarche, Markli and Pinchok; Mayor McGill and Alderman Honken were absent.

Business Item

Consideration of Agreement from Rogers Group for Street Resurfacing

Motion was made to approve the proposal from Rogers Group to resurface Andover Blvd. at their contract unit price, and deduct \$11,000 from the total costs. Moved by Alderman LaMarche, seconded by Alderman Markli; voting yes, Aldermen LaMarche, Markli and Pinchok; no nays; motion passed.

Meeting adjourned at 7:20 PM.

Mary Dorothy LaMarche, Vice-Mayor

Allison Myers, Town Recorder

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REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Ordinance 14-16, on second and final reading, to rezone Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 acres, from R-2 General Single-Family Residential District to R-6 Multi-Family Residential District and OSMFR Open Space Multi-Family Residential Overlay (PMG, Applicant)

BACKGROUND:

The subject property is currently zoned R-2 (General Single-Family Residential). Due to the recent text amendments to the R-6 Zoning District and the creation of the OSMFR Overlay District, the applicant has now requested a map amendment to rezone the property for a multi-family development. Based on the Comprehensive Land Use Plan (CLUP), much of the property at 820 N. Campbell Station Road was designated on the future land use map as appropriate for open space cluster residential. At the FMPC meeting on October 16, 2014, the commission approved a minor amendment to the CLUP to include the newly created OSMFR Overlay District in the open space cluster residential language noted on page 32 and 35 of the CLUP.

DISCUSSION:

As with any request for a zoning map amendment, the staff must refer to the Town's adopted CLUP and Strategic Plan for guidance. In the CLUP, the character of the typical open space cluster development would consist of small lot, attached units or multi-family units in a clustered setting with substantial open space. The OSMFR Overlay District requires a minimum of 50% open space for the entire tract and, due to the minor amendment approved in relation to the CLUP, the property is consistent with the open space cluster residential description.

The zoning map amendment is also consistent with both the Strategic Plan and the CLUP in terms of addressing the need for greater housing choice. Providing for more housing choices will also strengthen the local economy, as provided for in Goal 2 of the Strategic Plan, by enhancing the customer base to support local businesses and services. Ordinance 14-16 will also promote Goal 4, Objectives 4 and 5 of the Strategic Plan by providing for appropriate land uses for future development and ensuring that future development is consistent with Town plans and standards.

As a part of the rezoning process, the planning commission required a traffic impact study (TIS) prior to considering the rezoning request due to the impacts associated with a request that would substantially increase the density in relation to the existing base zone. As noted in the Executive Summary of the TIS, the primary conclusion is that the traffic generated from the proposed apartment development will not result in unacceptable levels of service at the study intersections. The summary makes three recommendations all of which are supported by the Town staff. Please refer to the recommendations that are included in the Executive Summary. The applicant has reviewed the recommendations and is in agreement with the measures proposed.

RECOMMENDATION BY:

At their meeting on October 16, 2014, the planning commission recommended 6-0 to approve the rezoning that is reflected in Ordinance 14-16.

PROPOSED MOTION:

To approve Ordinance 14-16, on second and final reading, to rezone Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 acres, from R-2 General Single-Family Residential District to R-6 Multi-Family Residential District and OSMFR Open Space Multi-Family Residential Overlay.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	14-16
PREPARED BY:	Shipley
REQUESTED BY:	PMG
CERTIFIED BY FMPC:	October 16, 2014
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO SECTION 13-4-201, TENNESSEE CODE ANNOTATED.

BE IT ORDAINED the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended as follows:

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Parcel 109, Tax Map 130, located at 820 N. Campbell Station Road, north of the Holiday Inn Express, approximately 33 Acres, from R-2 (General Single-Family Residential District) to R-6 (Multi-Family Residential District) and OSMFR (Open Space Multi-Family Residential Overlay District) - as shown on Exhibit A

SECTION 2.

This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Dr. Ralph McGill, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this _____ day of _____, 2014, with approval recommended.

Rita Holladay, Chairman

Edwin K. Whiting, Secretary

FARRAGUT MUNICIPAL PLANNING COMMISSION

AGENDA NUMBER V1.B.1.

MEETING DATE

November 13, 2014

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director *MS*

SUBJECT: Ordinance 14-14, on first reading, to annex into the corporate boundary of the Town of Farragut and adopt a Plan of Service for Parcel 108, Tax Map 130, 902 N. Campbell Station Road, 1.55 Acres (Kay Wellons, Applicant)

BACKGROUND:

When the rezoning of the property at 820 N. Campbell Station Road was initially discussed at the planning commission meeting on September 18, 2014, the staff mentioned that the applicant should consider requesting that the adjacent lot (referenced as Parcel 108, Tax Map 130 or 902 N. Campbell Station Road) be annexed into the Town since it was also being purchased and incorporated into the anticipated multi-family development. This would help to facilitate the development and avoid the pitfalls of a development being in two different jurisdictions. The applicant agreed with this suggestion and requested in writing for the planning commission, at their meeting on October 16, 2014, to recommend annexing Parcel 108, Tax Map 130 into the Town of Farragut. This property is within the Town's Urban Growth Boundary.

As you probably know, over the past few years state law has been changing as it relates to annexation. Under the current Tennessee Code Annotated (T.C.A.), the only way for a community to be able to annex residential or agricultural properties (the property in question is zoned agriculture in Knox County) via ordinance is if a property owner petitions the community requesting to be annexed. As set forth in T.C.A. § 6-51-102, the governing body shall adopt a plan of service for the property being annexed. In this case, the plan of service is reflected in Attachment B to Ordinance 14-14. The plan of service spells out the services that the municipality will provide and the timeframe in which the stated services will be provided to the annexed property owner. Related to this specific request, the services that will be provided if and when Ordinance 14-14 becomes effective are Road and Street Construction and Repair, Recreational Facilities and Programming, and Planning, Zoning, and Codes Services.

Due to the rezoning of the adjacent property currently under consideration and reflected in Ordinance 14-16 and the fact that the annexed parcel is to be incorporated into the larger 33 acre tract that is currently within the Town, Ordinance 14-14 specifies that the property being considered for annexation be zoned Multi-Family Residential and Open Space Multi-Family Residential Overlay (R-6/OSMFR) at such time the ordinance becomes effective.

At their meeting on October 16, the planning commission unanimously recommended to approve the plan of service and the annexation of the property at 902 N. Campbell Station Road. As provided for in T.C.A., the next step in the annexation process is approval of the plan of service and annexation by the governing body being the Board of Mayor and Alderman. As also provided for in T.C.A., the proposed plan of service is currently posted at three locations within the Town for public inspection prior to the scheduled public hearing at the board meeting on December 11.

DISCUSSION:

Both the Strategic Plan and the CLUP have language that addresses the need for expanding the Town's borders and providing for greater housing choice. Ordinance 14-14 will promote Goal 4, Objective 2 of the Strategic Plan (Facilitate Future Growth, Development and Redevelopment - Expand Town Limits Through Annexation)

by expanding the Town's borders in an effort to protect the character and design of development that could potentially occur within the Town's Urban Growth Boundary but outside of the jurisdictional boundaries. Ordinance 14-14 will also fulfill Strategy 6 – "Expanding Our Borders" of the CLUP by providing for stronger design control over key gateway areas and development being constructed to the applicable Town standards. The subject property has been identified within the CLUP as a candidate for annexation in the area north of I-40.

As noted above, at their most recent meeting on October 16, 2014, the planning commission voted unanimously to approve Resolution PC-14-09 which recommends approval of Ordinance 14-14. If approved, the annexation ordinance will not become operative until thirty (30) days after final passage, during which time the ordinance and attachments will be forwarded to the County Mayor as notification of the annexation.

Included in your packets is the proposed plan of service for the annexation of the property at 902 N. Campbell Station Road. Also included is the petition for annexation from the property owner, property description and map.

RECOMMENDATION BY:

At their meeting on October 16, 2014, the planning commission recommended 6-0 to approve the annexation and plan of service that is reflected in Ordinance 14-14.

PROPOSED MOTION:

To approve Ordinance 14-14, on first reading, to annex into the corporate boundary of the Town of Farragut and adopt a Plan of Service for Parcel 108, Tax Map 130.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	14-14
PREPARED BY:	Shipley
REQUESTED BY:	Kay Wellons
CERTIFIED BY FMPC:	October 16, 2014
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE TO ANNEX A CERTAIN TERRITORY NORTH OF THE CURRENT CORPORATE BOUNDARIES AND INCLUDE PARCEL 108, TAX MAP 130, AND TO INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE TOWN OF FARRAGUT, TENNESSEE

WHEREAS, the owners of the property described below have requested by notarized petition that the Town of Farragut, Tennessee, annex the following property into the corporate limits of the Town of Farragut:

Parcel 108, Tax Map 130, Located at 902 N. Campbell Station Road; being approximately 1.5 acres, see Exhibit A, attached;

WHEREAS, the Town of Farragut has adopted a growth management plan known as the "Urban Growth Boundary" and has adopted an Urban Growth Area; and

WHEREAS, the area to be annexed by this ordinance is within the Urban Growth Area of the Town of Farragut, Tennessee, and that the property owners have requested that this area be annexed by the Town of Farragut as provided in Tennessee Code Annotated 6-51-102; and

WHEREAS, Tennessee Code Annotated Section 6-51-102, as amended, requires that a plan of service be adopted by the governing body of a town prior to passage of an annexation ordinance; and

WHEREAS, the proposed parcel of land being considered for annexation as part of a planned multi-family residential development that lies adjacent to other property that is contiguous to the corporate limits of the Town of Farragut; and

WHEREAS, a public hearing before this body was held on December 11, 2014, to receive comments on the proposed annexation and the proposed plan of services for the area to be annexed, pursuant to a public notice published in the Farragut Press on October 30, 2014; and

WHEREAS, the proposed plan of services for this area has been endorsed by the Farragut Municipal Planning Commission (Attachment B); and

WHEREAS, the annexation of such territory is deemed necessary for the welfare of the residents and property owners therein and of this town as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, as follows:

SECTION 1.

Pursuant to authority conferred by Section 6-51-102 of the Tennessee Code Annotated, there is hereby annexed to the Town of Farragut, Tennessee, and incorporated within the corporate boundaries thereof, the territory adjoining the present corporate boundaries and more particularly described in Attachment A, and shown on Attachment B hereto, said attachments being made a part of this ordinance by reference; and

SECTION 2.

All of the property as described in this ordinance of annexation shall be zoned Open Space Multi-Family Residential (R-6/OSMFR).

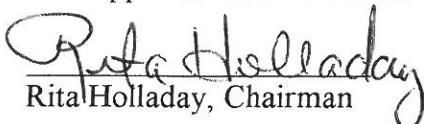
SECTION 3.

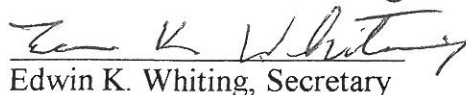
That this ordinance shall take effect 30 days after its final passage and publication, public welfare requiring it.

Dr. Ralph McGill, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2014,
with approval recommended.


Rita Holladay, Chairman


Edwin K. Whiting, Secretary

FARRAGUT MUNICIPAL PLANNING COMMISSION

ATTACHMENT A

**BOUNDARY DESCRIPTION – ANNEXATION AREA
TOWN OF FARRAGUT, TENNESSEE**

The property Lee property referred to as Parcel 108, Map 130, located at 902 N. Campbell Station Road, being approximately 1.5 acres, as shown on Exhibit A

ATTACHMENT B

RESOLUTION PC-14-09

FARRAGUT MUNICIPAL PLANNING COMMISSION

A RESOLUTION TO ADOPT A PLAN OF SERVICE FOR THE ANNEXATION OF PARCEL 108, TAX MAP 130, LOCATED AT 902 N. CAMPBELL STATION ROAD; KNOX COUNTY TAX MAP BY THE TOWN OF FARRAGUT, TENNESSEE

WHEREAS, the property owners, as provided under the authority of the State of Tennessee Public Chapter No. 707 regulating annexations, have requested that the certain property described below be annexed by the Town of Farragut, Tennessee, described as follows:

The Lee property referred to as Parcel 108, Map 130, located at 902 N. Campbell Station Road as shown on Exhibit A

WHEREAS, Tennessee Code Annotated Section 6-51-102 as amended requires that a plan of service be adopted by the governing body of a town prior to approval of the annexation ordinance by the local governing body; and,

WHEREAS, the proposed parcel of land being considered for annexation as part of a planned multi-family residential development that lies adjacent and contiguous to the corporate limits of the Town of Farragut, along N. Campbell Station Road;

SECTION 1.

Pursuant to the provisions of Tennessee Code Annotated, Section 6-51-102, there is hereby recommended for adoption by the Board of Mayor and Aldermen, for the area bounded as described above, the following plan of service to inform interested residents and property owners in the area.

Location

The proposed annexation area is located north of the present corporate limits and is adjacent and contiguous to N. Campbell Station Road properties within the Corporate Limits of the Town of Farragut and contained within the existing Urban Growth Boundary of the Town of Farragut, Tennessee. The proposed annexed area contains approximately 1.5 (more or less) acres that is planned for multi-family residential development.

Existing Land Use

The annexed area contains one single-family residence and mostly open fields.

Provision of Services to the Annexed Area

I. Police Protection:

This area is currently served by the Knox County Sheriff's Department and will continue to be served upon annexation.

II. Fire Protection:

This area is currently served by the Rural Metro Fire Department and will continue to be served upon annexation.

III. Water Service:

The entire area is located within the First Utility District water service area. First Utility District has full responsibility for the expansion, operation and maintenance of their utility system. The developers of this property will be responsible for obtaining necessary water services from First Utility District for extending new water lines and installing fire hydrants in conformance with the rules and regulations of the utility district and the Town of Farragut.

IV. Electric Service

The area to be annexed will receive electric service from Lenoir City Utilities Board (LCUB). Electric service extension shall be provided by the developer in conformance with the rules and regulations of the utility provider and the Town of Farragut.

V. Sanitary Sewer Service:

The entire area is located within the First Utility District sanitary sewer service area. First Utility District has full responsibility for the expansion, operation and maintenance of their utility system. The developers of this property will be responsible for working with First Utility District to coordinate sanitary sewer service to this area in conformance with the rules and regulations of the utility district and the Town of Farragut.

VI. Solid Waste Collection

The Town currently does not provide refuse service for existing residents and therefore cannot extend these services to the newly annexed areas. Property owners will continue to utilize private hauling services.

VII. Road and Street Construction and Repair:

Routine road maintenance service (paving, pot-hole repair, striping, traffic control and street signs, snow removal, and right of way mowing) will begin in the annexed area on the effective date of annexation for all existing roads that are officially accepted and

maintained by the Town in a manner consistent with current service delivery in the Town limits.

VIII. Recreation Facilities and Programming:

The Town's parks, greenways, and programming are available currently and will remain available upon annexation.

IX. Street Lighting

In all newly developed areas all street lighting will be in compliance within the existing subdivision regulations and zoning ordinance of the Town of Farragut.

X. Planning, Zoning, and Codes Services:

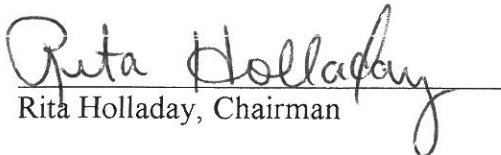
All planning, zoning, subdivision regulations, and building and property maintenance codes of the Town will extend to the annexed area on the effective date of annexation. Existing personnel will handle oversight and enforcement of existing regulations.

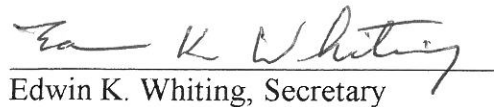
WHEREAS, the Farragut Municipal Planning Commission has adopted various elements of a zoning plan as an element of the general plan for physical development; and

WHEREAS, a public hearing was held on this request on October 16, 2014;

NOW, THEREFORE, BE IT RESOLVED that the Farragut Municipal Planning Commission hereby approves the Plan of Service for Parcel 108, Map 130, located at 902 N. Campbell Station Road and recommends approval to the Farragut Board of Mayor and Aldermen for annexation.

ADOPTED this 16th day of October, 2014.


Rita Holladay, Chairman


Edwin K. Whiting, Secretary

Town of *Farragut*

Ordinance 14-14
Exhibit A

Lee Property Annexation
Parcel 108, Map 130

Legend

-  Annexation Area
-  Town Limit
-  Streets
-  Parcels
-  R-1, Rural Single-Family Residential
-  R-2, General Single-Family Residential
-  O-1, Office
-  C-2, Regional Commercial
-  R-6/OSMFR



1 in = 200 ft

**Proposed
R-6/OSMFR**

Lee Property
Area of Annexation
± 1.5 Acres

N Campbell Station Rd

Snyder Rd

ANNEXATION PETITION
TOWN OF FARRAGUT, TENNESSEE

PETITIONER INFORMATION:

Applicants Name: Kay Wellons
Street Address: 647 Hickory Woods Dr
City: Knoxville State: TN ZIP: 37934
Phone: 966-3834 E-mail Address: wellonsk@gmail.com

PROPERTY INFORMATION:

Tax Map Information (if known):
Tax Map: 130 Group: _____ Parcel: 108
Street Address: 902 N. Campbell Station Road
City: Knoxville State: TN ZIP: 37934
Current Use: Hay harvest

OTHER INFORMATION: _____

DISCLAIMER AND SIGNATURE

By signing below I state that I understand the conditions of this annexation petition.
I further state that I am/we are the sole and legal owner(s) of the property described herein.

Signature: Kay Wellons Date: Oct 8, 2014

Signature: _____ Date: _____

Signature: _____ Date: _____

Signed before me on this 8 day
of October, 2014, a notary public
for the State of Tennessee
County of Knox



Notary Bettye L. Newby
My Commission Expires My Commission Expires May 5, 2017

Mark Shipley
Community Development Director
mark.shipley@townoffarragut.org
11408 Municipal Center Dr.
Farragut, TN 37934
Ph: (865) 875-2384
Fx: (865) 871-7652

Mr. Shipley,

Our family has come to an agreed contract price to sell our property to Perry Management Group, Inc. and its partners. We understand and support the intent to annex the Parcel known as: CLT Map 130, Parcel 108, 902 N Campbell Station Road. This should make one complete parcel that would be under the jurisdiction of the Town of Farragut. Please understand that time is of the essence and we would like to see this happen as soon as possible.

Thank you for your time and attention,

Kay Wellons

 Date: 9/23/2014

AGENDA NUMBER V1. B. 2.

MEETING DATE

November 13, 2014

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director *M*

SUBJECT: Ordinance 14-18, on first reading, to amend Title 16, Streets and Sidewalks, Etc., Chapter 4, Driveways and Other Access Ways, Sections 16-402 and 16-403.1-4 of the Farragut Municipal Code, to clarify the requirement for a traffic impact study in relation to rezoning requests.

BACKGROUND:

The Driveways and Other Access Ways Ordinance in Chapter 4 of the Farragut Municipal Code addresses, among other items, the Town's requirements for traffic impact studies (TIS). The current language requires a TIS in relation to a site plan and a preliminary plat submittal. There is no specific language in this ordinance that addresses the need for a TIS in association with a rezoning request, Ordinance 14-18 addresses this need.

DISCUSSION:

The logic of tying the TIS requirement to a rezoning request is that the process of rezoning property can result in a substantial increase in density. The impacts on the affected roadways and any other public safety issues associated with this increased density need to be thoroughly assessed prior to the zoning change being made. In this manner, the decision makers can better evaluate the appropriateness of the request and whether any limitations and/or conditions should be placed on a rezoning in order to prevent unnecessary problems.

This amendment provides the planning commission and board of mayor and aldermen with a mechanism for obtaining quantifiable data to make a more informed decision when it comes to rezoning requests that increase overall densities on a property.

Ordinance 14-18 includes the proposed amendments to the Driveways and Other Access Ways Ordinance. . Ordinance 14-18 is consistent with the CLUP and the Strategic Plan. Both of these documents have language which encourages appropriate land uses for future development. Having a TIS for rezonings that increase density advances this objective.

Along with Ordinance 14-18, included in your packets are the specific changes to the current wording and that are noted in red.

RECOMMENDATION BY:

At their meeting on October 16, 2014, the planning commission recommended 6-0 to approve Resolution PC-14-12 which recommends approval of Ordinance 14-18.

PROPOSED MOTION:

To approve Ordinance 14-18, on first reading, to amend Title 16, Streets and Sidewalks, Etc., Chapter 4, Driveways and Other Access Ways, Sections 16-402 and 16-403.1-4 of the Farragut Municipal Code, to clarify the requirement for a traffic impact study in relation to rezoning requests.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	14-18
PREPARED BY:	Shipley
REQUESTED BY:	Staff
CERTIFIED BY FMPC:	October 16, 2014
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE TO AMEND THE TEXT OF THE FARRAGUT MUNICIPAL CODE, TITLE 16, STREETS AND SIDEWALKS, ETC., CHAPTER 4, DRIVEWAYS AND OTHER ACCESS WAYS, BY AMENDING SECTIONS 16-402 AND 16-403.1-4 TO CLARIFY THE REQUIREMENT FOR A TRAFFIC IMPACT STUDY IN RELATION TO REZONING REQUESTS

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, wishes to amend Title 16, Chapter 4, Driveways and Other Access Ways, of the Farragut Municipal Code,

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Municipal Code is hereby amended as follows:

SECTION 1.

The Farragut Municipal Code, Title 16, Streets and Sidewalks, Chapter 4, Driveways and Other Access Ways, Sections 16-402 and 16-403.1-4, are amended by deleting it in its entirety and substituting in lieu thereof the following:

SECTION 2.

Title 16, Section 402., General Provisions., is amended by inserting the following:

- (1) All access ways shall meet the minimum access requirements of this chapter or as determined by a Traffic Impact Study;
- (2) The Farragut Municipal Planning Commission shall review access requests through the site plan review process and forward its recommendation to the Board of Mayor and Aldermen;
- (3) The Farragut Municipal Planning Commission shall review new proposed roadway accesses to an existing public road through the subdivision platting process. These roadway accesses shall meet the minimum access requirements of this chapter or

- as determined by a Traffic Impact Study;
- (4) The Farragut Board of Mayor and Aldermen shall review access applications as provided in this chapter, except new roadway accesses to an existing public road created through the subdivision platting process;
 - (5) Developments requiring the submittal of a site plan or a preliminary subdivision plat may require a Traffic Impact Study;
 - (6) The Farragut Municipal Planning Commission may require a traffic impact study as part of the rezoning submittal process when the requested zoning change increases the overall density from the base zone.
 - (7) Tennessee Department of Transportation access permits shall be the responsibility of the applicant.

SECTION 3.

Title 16, Section 403.1-4., Traffic Impact Study Requirements., is amended by inserting the following:

- (1) (a) The submission of a traffic impact study shall be required with rezoning, site plan and preliminary plat requests in accordance with the following table:

<u>24 Hr. Trip Generation</u>	<u>Traffic Study Scope</u>
0 — 750 ADT	Level I
750 — 6000 ADT	Level II
> 6000 ADT	Level III

- (b) Trip generation rates for proposed uses shall be calculated using the ITE Trip Generation Manual, 5th (or latest) Edition.
- (c) Upon being provided proof by the developer's traffic engineer that a lower level traffic impact study would be adequate for a proposed development, or that a traffic study is not warranted, the Town engineering staff may reduce the level of study required or waive the requirement.
- (2) *Traffic impact study guidelines and procedures.*
 - (a) These traffic impact study guidelines and procedures define when proposed rezoning, site plans and preliminary plat requests warrant a detailed traffic study and what information should be included in it. All applicants will be required to follow the Town of Farragut guidelines.
 - (b) The purpose of performing a traffic impact study, as defined by the Institute of Traffic Engineers (ITE), is to:
 - (i) Provide guidance for short and long term planning of site access;
 - (ii) Provide guidance for on-site circulation and the interface between on-site circulation and off-site traffic;

- (iii) Provide guidance for off-site improvements needed to permit the roadway system to function satisfactorily so as to accommodate site and non-site traffic;
 - (iv) Assist developers and land owners in making land use site planning decisions regarding traffic;
 - (v) Identify the contribution a particular development makes to roadway system traffic volumes;
 - (vi) Provide a basis for estimating roadway improvement requirements attributable to a particular project;
 - (vii) Assess the compatibility with local transportation plans;
 - (viii) Enable staff to better evaluate zoning changes and development plans; and
 - (ix) Allow appointed and elected officials to know implications of their voting decisions.
- (3) *Scope of required traffic impact studies.* Three (3) levels of study have been identified based on the number of trips that a development is projected to generate in a twenty-four-hour period:

Level I studies require analysis of each access, per engineering staff, that the development has to an existing roadway. Access points to be analyzed include public and private roads, joint permanent easements, and private drives.

Level II studies require analysis of each access that the development has to an existing roadway, and to the first control point beyond those access points. A control point is an intersection controlled by a traffic signal or stop sign on the existing roadway onto which the development has access. For cases where a traffic control device does not exist, engineering staff will determine the extent of the study. If a freeway interchange is near the property to be developed and is not signalized, engineering staff will determine if the ramps need to be included in the study. This level of study is commonly required for larger residential subdivisions, commercial developments, and office complexes.

Level III studies require a complete traffic impact study. This study must address each access point, the first control point beyond each access point, and the nearest collector intersection or street of higher classification or as determined by the engineering staff. The exact area to be studied will be determined by the engineering staff with input from the study preparer. Level III studies are uncommon, as they are usually warranted only with very large mixed-use and commercial developments.

- (4) *Submission and review procedures for traffic impact studies.*
- (a) Applicants should conduct a preliminary trip generation assessment of any proposed rezoning, site plan or preliminary plat request to determine if a

traffic impact study will be required. This preliminary assessment should be conducted well in advance of the actual submission of plans.

- (b) If the preliminary assessment indicates that a traffic impact study will be required, the applicant should consult as early as possible in the plan-development process with the Town's engineering staff to verify a development's projected trip generation, and to confirm whether or not a study will be required. If a study is required, the required level can be determined at that time.
- (c) The applicant shall then select a licensed traffic or transportation engineer to prepare the study, who may need to consult with the engineering staff periodically to review the collected data and any assumptions made in the draft report.
- (d) Four (4) copies of the completed draft traffic impact study shall be submitted along with the development application and all other materials required for submission.
- (e) The engineering staff shall review the draft traffic impact study in conjunction with the other elements of the development application. If the draft traffic impact study is not of the proper scope or is executed improperly, the applicant shall be notified of the deficiencies and be required to submit corrections on the same schedule that applies to the other elements of the development application. Failure to submit corrections in a timely manner may lead to a postponement of the application until the next regularly scheduled Planning Commission meeting.

Since a completed traffic impact study must be submitted at the same time as the application for a development, it is critical that the applicant conduct steps one (1) through three (3) early in their planning of a proposed development. Failure to submit a traffic impact study, or submission of an inadequate study, is likely to slow the review process and may lead to postponements.

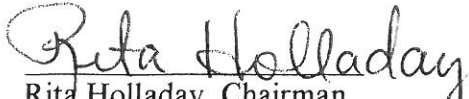
SECTION 4.

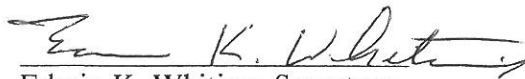
This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Dr. Ralph McGill, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this _____ day of _____, 2014,
with approval recommended.


Rita Holladay, Chairman


Edwin K. Whiting, Secretary

FARRAGUT MUNICIPAL PLANNING COMMISSION

RESOLUTION PC-14-12

FARRAGUT MUNICIPAL PLANNING COMMISSION

A RESOLUTION TO AMEND THE TEXT OF THE FARRAGUT MUNICIPAL CODE, TITLE 16, STREETS AND SIDEWALKS, ETC., CHAPTER 4, DRIVEWAYS AND OTHER ACCESS WAYS, SECTIONS 16-402 AND 16-403.1-4 TO CLARIFY THE REQUIREMENT FOR A TRAFFIC IMPACT STUDY IN RELATION TO REZONING REQUESTS

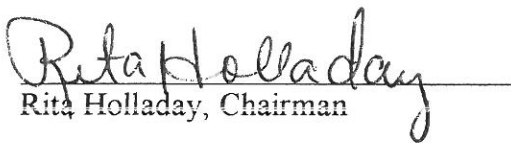
WHEREAS, the Tennessee Code Annotated, Section 13-4-201 et seq, provides that the Municipal Planning Commission shall make and adopt a general plan for the physical development of the municipality; and

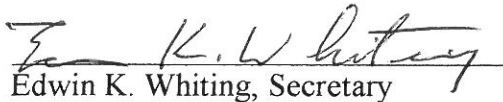
WHEREAS, the Farragut Municipal Planning Commission has adopted various elements of a zoning plan as an element of the general plan for physical development; and

WHEREAS, a public hearing was held on this request on October 16, 2014;

NOW, THEREFORE, BE IT RESOLVED that the Farragut Municipal Planning Commission hereby recommends approval to the Farragut Board of Mayor and Aldermen of an ordinance, amending the text of the Farragut Municipal Code, Title 16, Streets and Sidewalks, Etc., Chapter 4, Driveways and Other Access Ways, Sections 16-402 and 16-403.1-4, by adding Ordinance 14-18.

ADOPTED this 16th day of October, 2014.


Rita Holladay, Chairman


Edwin K. Whiting, Secretary

**Title 16, Streets & Sidewalks, Chapter 4, Driveways & Other Access Ways,
Sections 16-402 & 16-403.1-4
(proposed changes noted in red)**

Title 16, Section 402., General Provisions:

- (1) All access ways shall meet the minimum access requirements of this chapter or as determined by a Traffic Impact Study;
- (2) The Farragut Municipal Planning Commission shall review access requests through the site plan review process and forward its recommendation to the Board of Mayor and Aldermen;
- (3) The Farragut Municipal Planning Commission shall review new proposed roadway accesses to an existing public road through the subdivision platting process. These roadway accesses shall meet the minimum access requirements of this chapter or as determined by a Traffic Impact Study;
- (4) The Farragut Board of Mayor and Aldermen shall review access applications as provided in this chapter, except new roadway accesses to an existing public road created through the subdivision platting process;
- (5) Developments requiring the submittal of a site plan or a preliminary subdivision plat may require a Traffic Impact Study;
- (6) **The Farragut Municipal Planning Commission may require a traffic impact study as part of the rezoning submittal process when the requested zoning change increases the overall density from the base zone.**
- (67) Tennessee Department of Transportation access permits shall be the responsibility of the applicant.

Title 16, Section 403.1-4., Traffic Impact Study:

- (1) (a) The submission of a traffic impact study shall be required with **rezoning**, site plan and preliminary plat requests in accordance with the following table:

<u>24 Hr. Trip Generation</u>	<u>Traffic Study Scope</u>
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- (c) Upon being provided proof by the developer's traffic engineer that a lower level traffic impact study would be adequate for a proposed development, or that a traffic study is not warranted, the Town engineering staff may reduce the level of study required or waive the requirement.
- (2) *Traffic impact study guidelines and procedures.*

- (a) These traffic impact study guidelines and procedures define when proposed rezoning, site plans and preliminary plat requests warrant a detailed traffic study and what information should be included in it. All applicants will be required to follow the Town of Farragut guidelines.
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 - (i) Provide guidance for short and long term planning of site access;
 - (ii) Provide guidance for on-site circulation and the interface between on-site circulation and off-site traffic;
 - (iii) Provide guidance for off-site improvements needed to permit the roadway system to function satisfactorily so as to accommodate site and non-site traffic;
 - (iv) Assist developers and land owners in making land use site planning decisions regarding traffic;
 - (v) Identify the contribution a particular development makes to roadway system traffic volumes;
 - (vi) Provide a basis for estimating roadway improvement requirements attributable to a particular project;
 - (vii) Assess the compatibility with local transportation plans;
 - (viii) Enable staff to better evaluate zoning changes and development plans; and
 - (ix) Allow appointed and elected officials to know implications of their voting decisions.
- (3) *Scope of required traffic impact studies.* Three (3) levels of study have been identified based on the number of trips that a development is projected to generate in a twenty-four-hour period:

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Level III studies require a complete traffic impact study. This study must

address each access point, the first control point beyond each access point, and the nearest collector intersection or street of higher classification or as determined by the engineering staff. The exact area to be studied will be determined by the engineering staff with input from the study preparer. Level III studies are uncommon, as they are usually warranted only with very large mixed-use and commercial developments.

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 - (b) If the preliminary assessment indicates that a traffic impact study will be required, the applicant should consult as early as possible in the plan-development process with the Town's engineering staff to verify a development's projected trip generation, and to confirm whether or not a study will be required. If a study is required, the required level can be determined at that time.
 - (c) The applicant shall then select a licensed traffic or transportation engineer to prepare the study, who may need to consult with the engineering staff periodically to review the collected data and any assumptions made in the draft report.
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 - (e) The engineering staff shall review the draft traffic impact study in conjunction with the other elements of the development application. If the draft traffic impact study is not of the proper scope or is executed improperly, the applicant shall be notified of the deficiencies and be required to submit corrections on the same schedule that applies to the other elements of the development application. Failure to submit corrections in a timely manner may lead to a postponement of the application until the next regularly scheduled Planning Commission meeting.

Since a completed traffic impact study must be submitted at the same time as the application for a development, it is critical that the applicant conduct steps one (1) through three (3) early in their planning of a proposed development. Failure to submit a traffic impact study, or submission of an inadequate study, is likely to slow the review process and may lead to postponements.

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: G. Palmer, Assistant Town Administrator

SUBJECT: Ordinance 14-19, an ordinance on first reading to establish an Everett Road Corridor Improvement Fee

INTRODUCTION: This is the first reading for the subject Ordinance which will mandate a formula based road improvement fee for certain residential developments on Everett Road. This Ordinance was presented to the FMPC for a recommendation at their October 16 2014 meeting which resulted in a unanimous recommendation of approval for a flat fee. Subsequently, this initiative was presented to the Board during a workshop on October 23, 2014. If you recall, the Board requested we come back with a formula-fee option instead of a flat fee.

BACKGROUND/DISCUSSION: On August 14, 2014 the Board approved a subdivision development agreement with Farmstead Development LLC. This agreement required the developer to contribute to the cost of improving Everett Road based on a formula. Farmstead Development LLC is building Split Rail Farm Subdivision which directly connects to Everett Road and will intensify the traffic along the sub-standard Everett Road corridor. There are several additional large tract parcels on Everett Road which may develop in the future. Therefore, in line with the Farmstead development agreement, the Town should collect a road improvement fee from similar residential developments proposing to develop along Everett Road. In order to pre plan, promulgate, and move away from the individual cost-sharing agreements the Town has done in the past, we propose this uniform Everett Road Corridor Improvement Fee Ordinance.

Our adopted Comprehensive Land Use Plan calls for low density single family housing along the Everett Road corridor similar to the Split Rail Farm development. Thus, this Ordinance shall only apply to residential developments which contribute to the traffic on Everett Road from Kingston Pike to the Split Rail Farm subdivision entrance (SEE attached map). The fee in the agreement with Farmstead Development was heavily negotiated and based on several factors: cost of Everett Road from Smith Road to the Split Rail Farm subdivision entrance, existing traffic counts on Everett Road, projected traffic counts (trips per day) generated by the addition of Split Rail Farm at full build out, anticipated contribution to the traffic onto Everett Road (but only traveling south-bound). The fee calculated and negotiated is \$3,276 per dwelling unit.

This proposed Ordinance will require future developers to contribute based on a formula (SEE Exhibit B attached to Ordinance). The formula is based on the subject developments' contribution to Everett Road traffic (trips per day).

RECOMMENDATION BY: G. Palmer, Assistant Town Administrator for approval.

PROPOSED MOTION: Approve Ordinance 14-19 on First Reading, establishing an Everett Road corridor improvement fee.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>	<u>PINCHOK</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	14-19
PREPARED BY:	PALMER
REQUESTED BY:	
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

DESCRIPTION:

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, through the Farragut Municipal Planning Commission, created and adopted the Farragut Comprehensive Land Use Plan, Future Land Use Map, Zoning Map, and Major Road Plan; and,

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, recognize the need to establish growth policies designed to manage growth and mitigate the public expense arising from private development ; and,

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, are enabled through the State to establish fees for certain activities; and,

WHEREAS, the Town has established a proportionate-share formula for the cost of improving Everett Road; and,

WHEREAS, the Town desires to use this proportionate-share formula with future developers proposing to build on Everett Road;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Municipal Code is hereby amended by adding Title 16 Streets and Sidewalks, etc., Chapter 6 Everett Road Corridor Improvement Fee.

SECTION 1:

16-601 Purpose. It is the intent and purpose of this chapter to establish a uniform regulatory procedure for assessing and collecting fees from developments which contribute vehicular traffic to Everett Road within the Town of Farragut. Fees collected will be used for future improvements to Everett Road and/or to recoup Everett Road improvement costs incurred after the date of the adoption of this ordinance.

16-602 Authority. This chapter is adopted pursuant to the powers conferred to the Town of Farragut by the State of Tennessee; Tennessee Code Annotated §§ 6-2-201 et seq.

16-603 Applicability. This ordinance shall only apply to all new subdivisions recorded after the date of adoption of this ordinance in which the resulting lots contribute traffic directly onto Everett Road by way of a driveway or subdivision street (SEE Subdivision Definition Below).

16-604 Definitions. The following definitions shall apply only to this chapter:

Developer: Is a person, firm, partnership, corporation or other legal entity, commencing a land development activity or redevelopment activity, which when completed with dwelling units or contemplated construction will generate or attract traffic to Improved Everett Road, and which requires subdivision or site plan approval, or a building permit from the Town of Farragut.

Development: Any change in land use, any construction of structures, or any change in the use of any existing structure, which when completed with dwelling units or contemplated construction will generate or attract traffic to Improved Everett Road and which requires subdivision or site plan approval, or a building permit from the Town of Farragut.

Road Improvement Area: The land area shown on Exhibit A, the development of which will result in Development accessing the improved Everett Road and which will be subject to payment of the Road Improvement Fee (SEE Road Improvement Area Map Exhibit A)

Road Improvement Fee: Required Everett Road Corridor fee calculated based on the total cost of the improvement within the Road Improvement Area (SEE Exhibit B Formula).

Subdivision: The division of a tract or parcel of land into two (2) or more lots, sites, or divisions for the purpose, whether immediate or future, of sale or building development, and include re-subdivision of the land or area subdivided

16-605 Road Improvement Fee as Condition of Development Approval. Any required approval related to a Development (i.e. rezoning, subdivision, site plan approval, building permit, etc.) shall be conditioned by the Farragut Municipal Planning Commission, or other approving authority of the staff of the Town, upon the payment of the Road Improvement Fee at the time when the final approval is granted, which approval would authorize the Developer to commence construction on the land area governed by the approval granted. If not previously paid, no building permit for land located within the Road Improvement Area in the Town of Farragut shall be issued until the Road Improvement Fee herein established has been paid in

full by the Developer for the entire Development or for the individual lot being petitioned for permitting.

16-606 Road Improvement Fee and Payment. (a) The developer or lot owner shall pay the Road Improvement Fee per dwelling unit, which has been calculated based on the factors set forth in Exhibit A. Said fee shall be paid in either of the following ways and will be determined by the Farragut Municipal Planning Commission during the final subdivision platting process:

1. Upon application for a building permit for construction of any individual dwelling unit within the development, or
2. The entire calculated fee amount for all proposed dwelling units planned for the Development upon final subdivision plat or site plan approval and prior to any permitted construction.

(b) In the case of a Development which contemplates more than 20 dwelling units or multi-family residences, in lieu of payment of the Road Improvement Fee at the time of final subdivision plat approval, the Farragut Municipal Planning Commission may authorize the Town Administrator to accept an appropriate irrevocable letter of credit from a federally insured lending institution acceptable to the Town of Farragut in the full amount of the Road Improvement Fee for each of the dwelling units planned for inclusion in the Development. Said letter of credit shall provide authorization to the Town of Farragut to draw the Road Improvement Fee for each dwelling unit (i) as a condition of the issuance of a building permit authorizing the construction of the related dwelling unit or units in the case of multi-family structures, or (ii) upon the closing of the sale by the Developer of unimproved lot(s) or parcel(s) of land. The irrevocable letter of credit is intended to ensure that the Road Improvement Fee for each dwelling unit in a Development will be paid prior to the commencement of construction of the dwelling unit. Authorization of this method of securing the Road Improvement Fees is within the absolute discretion of the Farragut Municipal Planning Commission to grant, which may take into account not only the circumstances and Town history with the Developer, but also the needs and resources of the Town with respect to the road improvements to be made.

16-607 Collection of Road Improvement Fees. Payment of all fees due shall be by cash, check, money order or other method acceptable to the Town Administrator or his/her designee. Fees may be submitted through the Building Division upon individual permit application with the Building Division transmitting to the Recorder's Office all fees collected in this manner and a copy of all related fee transaction documents for recordation. If the developer elects to make a

lump sum payment for the entire development fee, this shall be done directly through the Town Recorder's Office.

16-608 Establishment of Account. The Town shall establish a separate interest-bearing account into which all Road Improvement Fees shall be deposited. Interest earned on the account into which the fees are deposited shall be considered funds of the Town and shall be used solely for the purposes specified for the funds of such account. The Town Recorder's Office shall maintain and keep financial records for each account.

16-609 Use of Proceeds. The Road Improvement Fees collected pursuant this chapter shall be used to subsidize the cost to the Town of improving Everett Road. Fees may be used for future Everett Road improvements or to recoup funds expended on Everett Road improvements made after the adoption of this Ordinance. Improvements may include right of way acquisition, design and engineering, construction and re construction.

16-610 Refunds. Any Road Improvement Fee, or portion thereof collected pursuant this chapter which has not be expended within twelve (12) years from the date of the individual lot payment payment shall, upon application by the payor, be refunded to the payor. All funds collected shall be deemed to be expended in the same order in which they were collected; that is, the funds collected first shall be expended first. Refunds shall be made only upon written application to the Town Recorder's Office. Refunds shall be made to the record owner of the property for which the Road Improvement Fee was paid.

SECTION 2.

This Ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Ralph McGill, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2014.

Legend

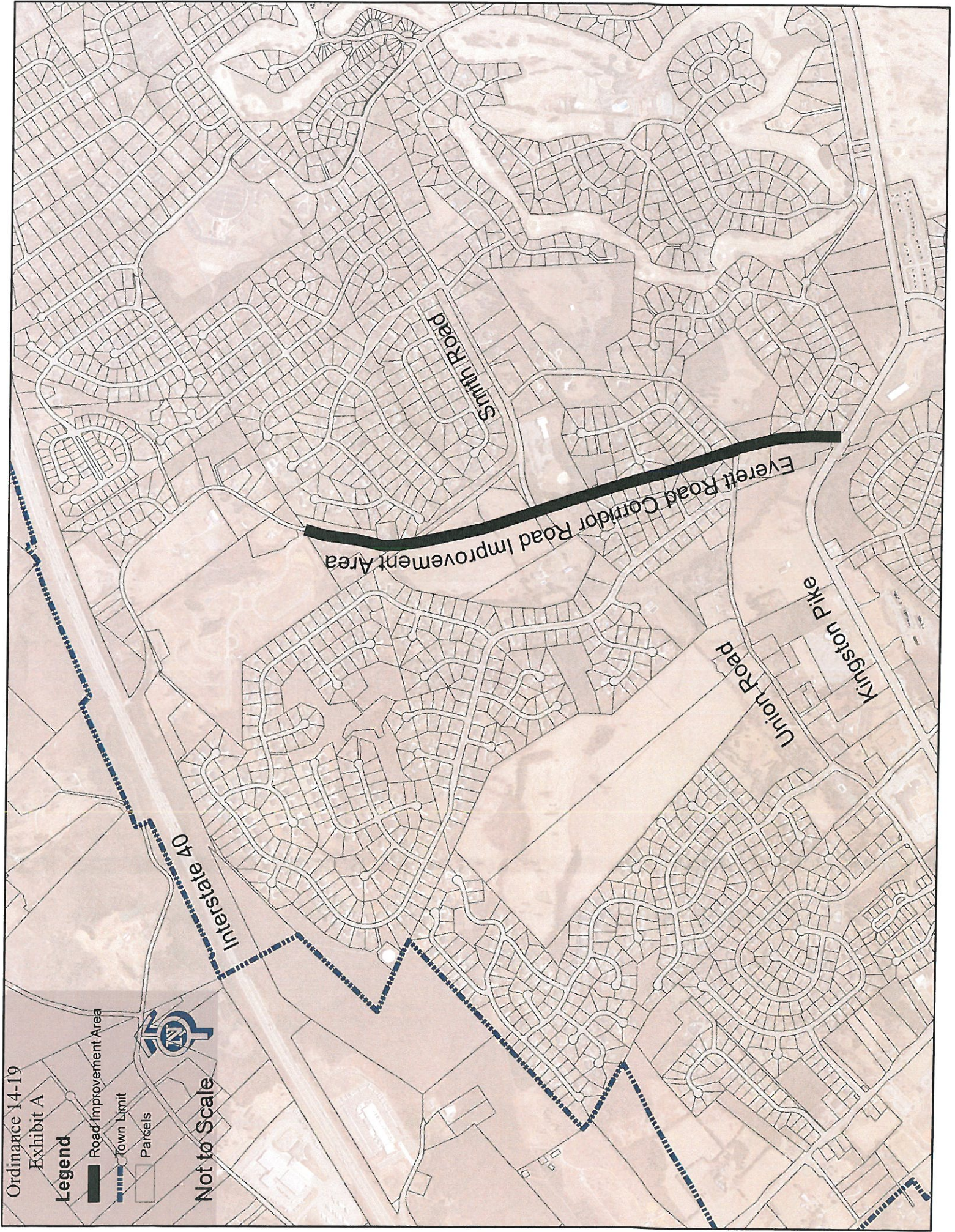
 Road Improvement Area

 Town Limit

 Parcels



Not to Scale



Everett Road Corridor Ordinance 14-19

Land Use Plan: As adopted, calls for Very Low Density Residential (2-4 DU/Acre)

Assumptions:

1. All property that may need an access point to Everett Road north of the intersection with Kingston Pike to the entrance of the Split Rail Farm (SRF) development (does not include common open space of Andover HOA-undevelopable)
2. Area will develop at an average of 3 Dwelling Units(DU)/per acre as called for on land use plan
3. Assume 70% developable total acreage (other 30% includes-open space, road & utility network, detention, etc.)
4. Based on February 2013 Traffic Impact Study by CDM Smith, avg. daily trip volume per DU=11.02
5. Current trips/day along Everett Road near SRF entrance = 825 (per CDM Smith TIS)

Total Acreage – from Smith Road to the SRF Entrance

Property Owner	Acreage
Longworth	20.9
Montgomery	12.7
Quinn	6.43
Split Rail Farm	52.13
Community Baptist Church	1.076
Bartlett	6.06
Nelson	3.7
Total Acreage	103.0

Projected Build Out of Area:

1. **103.0 Acres x 70% (developable acreage) = 72.1 Acres developable**
2. **72.1 Acres x 3 DU/AC = 216 Dwelling Units** developable in total corridor

Trip Generation:

1. Everett Road current trips/day = **825**
2. Projected trip generation of future development: **216 DU x 11.02 trips/day = 2,380 trips**
3. **825 Current trips + 2,380 projected trips = 3,205 total trips**
4. Development trip generation = **Total Dwelling Units x 11.02/trips day**
5. **Development trip generation/3,205 total trips = Percentage (%) of total trips attributable to new development**

Cost Analysis:

1. **\$1,815,000** (projected road cost with sidewalks) x **XXX%** = **\$XX,XXX or \$X,XXX/DU**

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Calhouns New Years Day 5K

INTRODUCTION:

This item involves a request for approval of a special event application related to the Calhouns New Years Day 5K and Fun Run to be held along portions of Parkside Drive on New Years morning, January 1, 2015.

DISCUSSION:

As shown in the race information packet, the event will start and end at Calhoun's on Parkside Drive. The event will feature a loop along portions of Parkside Drive. There will be some short term road/lane closures within the affected portion of Parkside Drive. Set up time will begin at 6:00 a.m. and all clean-up will be complete by 11:00 a.m.

As in previous request, the organizers of the event have been working with the affected entities to make them aware of this ahead of time. Event organizers have been careful to minimize any impact to vehicular traffic and access.

Calhoun's parking lot and facilities will be used for all staging facilities, including restrooms. Traffic control from parking areas and along the route itself will be addressed with Knox County and City of Knoxville police staff. EMS personnel from Rural Metro will also be on hand. KTC volunteers will provide clean up for the event.

RECOMMENDATION:

Staff recommends approval provided that representatives from the affected subdivision (the Cove at Turkey Creek) be notified of the event ahead of time. The staff would also recommend that the sponsors ensure that, upon the event's conclusion, the entire course is free of any litter.

PROPOSED MOTION:

Motion to approve the Calhoun's New Year's Day 5K road/lane closures on Parkside Drive on January 1, 2015 from 6:00 to 11:00 AM.

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____



Special Event Application

Organization Information

Event Name and Type: **Calhoun's New Years Day 5K**

Event Date(s): ~~1/1/15~~ **1/1/15**

Sponsoring Organization: **Knoxville Track Club**

Tax ID **62-0731345**

(Attach Secretary of State Corporate Info)

Address: **P.O. Box 52266 Knoxville TN 37950**

Organization Type: Neighborhood ☐ Non-profit ☒ Govt. ☐ Corporation ☐

Other ☐ Explain Other:

Primary Contact: **Bobby Glenn - Executive Director**

Address:

Work Phone: **865-548-7664**

Cell Phone Number: **865-548-7664**

E-mail: **knoxvilletrackclub@gmail.com**

Event Information

1. Purpose of event: **5K Road Race for Runners and Walkers**

2. Give a brief description of the event:
5K Road Race

3. Is this a first time event? **No, but first in this location**
If no, prior dates

4. Hours of Operation:

Date: ~~1/1/15~~ **1/1/15** Set Up Time: **6:00 AM** Close: **11:00 AM**

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Tear Down Date and Time: ~~1/1/15~~ **11:00 AM**

Completion Time: **1/1/15**

5. Is this event open to the public? Yes ☒ No ☐

6. Outline your marketing/publishing plan for the event to include advertising and promotion schedule:

Marketed and promoted via our website at ktc.org and our publications to our membership and the local running community

7. Will admission be charged? Yes ☐ No ☒
8. Will you be accepting donations? Yes ☐ No ☒
9. Estimated attendance each day: 1000
10. Will food be served? Yes ☒ No ☐
11. Will food be prepared on site at your event? Yes ☒ No ☐
12. How many food vendors do you anticipate having? 1 - Calhoun's will prepare and distribute food
13. How will food be prepared?
 Gas ☐ Grill ☐ Propane ☐ Butane ☐
14. Will alcoholic beverages be available? Yes ☐ No ☒
- Have you received approval from the Beer Board (required)?
 If yes, will beverages be sold or served?
 What type of alcoholic beverages will be available?
 What are the days/hours that alcohol will be consumed at this event?

In what areas of your event will alcohol be consumed?

15. Will you have merchandise vendors booths at your event?
 Yes ☐ No ☒ If yes, how many?

Event Logistics

16. Requested event location:
 Loop course on Parkside drive starting and finishing at Calhoun's
17. List all streets you are proposing to close with the time periods that they will be closed:
 No street closures
18. Outline your plan for notifying the public of street closures and traffic control:
 Signage and traffic control officials (KCSD) on site
19. Will there be live entertainment or music at your event? Yes ☐ No ☒
 If yes, please answer the following:
 Will stages be built? Yes ☐ No ☐ If yes, how many?
 Will you be using generators?
20. Will tents be erected for your event? Yes ☒ No ☐ If so, how many? 1
21. Will any existing restrooms be provided for public use? If yes, how many and where will they be located?
 We will use the indoor restrooms at Calhoun's and the Brewery

22. Will you be utilizing portable restroom facilities? Yes ☒ No ☐

If yes, please complete the following:

Number of portable restrooms: 6

Location (be specific):

Behind the Calhoun's restaurant and Brewery

When will they be placed and removed? Placed afternoon of ~~12/31/13~~ 12/31/14

When will they be serviced?

How many ADA accessible units will be included? N/A. Calhoun's indoor suffice

23. What arrangements have you made for traffic control and security at your event? Who will provide this service? What will the role of security personnel play at your event?

Traffic control will be provided by the Knox County Sheriff's department at selected intersections. KTC Volunteers present at all intersections.

24. Outline your plan for Emergency Medical Service for this event including their location:

We will have onsite EMS personnel

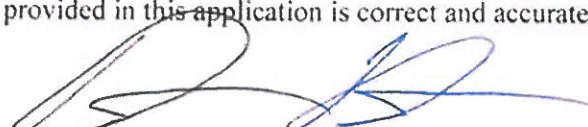
25. Outline your plans for trash removal including the date and hour that all trash will be removed from the event site:

KTC will provide complete cleanup and will utilize the existing trash facilities at Calhoun's

Hold Harmless

All authorized events occurring within the Town limits shall be individually and severally responsible to the Town for any loss, bodily or personal injury, deaths, and/or property damage that may occur as a result of the event representative/organizer's negligence or that of its agents and employees. All event organizers/representatives hereby agree to indemnify and save the Town, its officers, employees, and agents harmless from any loss, cost, damages and other expenses, including attorney's fees, suffered or incurred by the Town by reason of the event representative/organizers negligence or that of its agents and employees; provided that the event representative/organizer shall not be responsible nor required to indemnify the Town for negligence of the Town, its officers, employees, or agents. Furthermore, I fully understand and agree to comply with the terms and conditions as stated in this application. All information provided in this application is correct and accurate to the best of my knowledge.

Signature



Date

~~10/9/13~~ 10/23/14

Return this application along with all required documentation to:

Office of the Town Manager
11408 Municipal Center Drive
Farragut, TN 37934

If you have any questions while completing this application, contact the Town Manager's Office at 865.966.7057

OFFICE USE ONLY

FIRE MARSHAL REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

KCSO REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

TMLRMP REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

ADMINISTRATION OFFICE REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

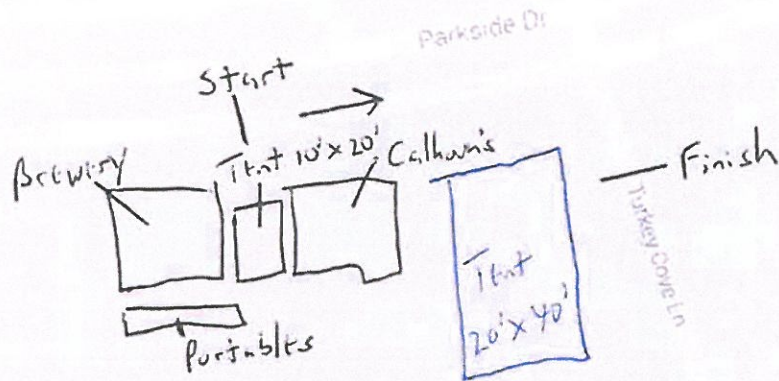
- Reasons for Denial: _____



Calhoun's New Years Day 5K Race Route



Calhoun's New Years Day 5K Site Plan



AGENDA NUMBER VII. B.

MEETING DATE

November 13, 2014

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Special Event Application for the Race 13.1 Half Marathon, 10K and 5K

BACKGROUND:

Race 13.1 from Raleigh, North Carolina is requesting approval for a special event application for a half marathon, 10K and 5K on Sunday, May 17, 2015.

DISCUSSION:

As you may recall, at the July 24, 2014 meeting, the board approved a special event application for the inaugural Farragut/Turkey Creek half marathon and 5K kids run. That event occurred on Saturday, November 1, 2014 and featured nearly 1,500 participants. This event was sponsored by the local Knoxville Track Club (KTC). The start and finish was at the Farragut High School with the remainder of the route basically south of Kingston Pike.

The request before you involves a half marathon, 5K and 10K routes that would be entirely north of Kingston Pike with the start being the Pinnacle at Turkey Creek along Parkside Drive. The applicant is proposing a loop route for the half marathon and 5K and a mixture of a loop and out and back for the 10K.

The Town's Event Committee met recently to review the Race 13.1 application. Though Race 13.1 has a very detailed application, the committee questioned whether the Town should support a second half marathon since it does have an impact on the Town's residents and the traffic flow in the area. A second such event could also detract from the KTC's effort to brand their half marathon as a Farragut event. The KTC's half marathon on November 1 had the second most participants of any of their events. Only the Covenant Knoxville Marathon had more participants.

Also, should a second half marathon create a number of public relations or logistical issues, it may sour the public on these types of longer running events and adversely affect the locally sponsored KTC half marathon in the fall. These are just some points that the committee felt that the board should consider for longer distance (i.e. any distance greater than a 10K) road running requests. If the board is okay with approving a second half marathon in the Town, then the committee recommended that the applicant work very closely with the residents and subdivisions affected and implement a robust traffic control program in consultation with the Town staff and Knox County Sheriff's Department.

In your packets is the special event application, certificate of liability insurance document, event safety plan, and traffic control plan for the half marathon, 10K, and 5K. The race will start at 7:00 a.m. in the City of Knoxville at the Pinnacle at Turkey Creek. It is anticipated that there could be as many as 1,000 participants. The course will close at 10:30 a.m. As proposed, there would be no full road closures but there will be two crossings of N. Campbell Station Road (one of which would be very early in the morning when traffic volumes should be low). On the last fourth of the course (for the half marathon route) runners will use much of the Grigsby Chapel and Parkside Greenways and will be more spread out so the road impact at that point should be minimal.

Race 13.1 will provide the public outreach. They will mail notifications to every residence and business along the course. They will also contact any churches, hospitals, homeowner's associations, etc. along the course on top of sending the notifications. The half marathon will have 6 aid stations that will also include 2 portable toilets per aid station. Race 13.1 will be providing all materials needed for the half marathon, 5K, and 10K and will be responsible for all clean up. Race 13.1 will be using a number of police officers, course monitors, cones, signage, and volunteers to address any potential vehicular/pedestrian conflicts.

A representative from Race 13.1 will be attending the meeting to present their request and each route in detail and will be prepared to answer any questions.

RECOMMENDATION BY:

Though Race 13.1 appears to be a very reputable organization that has successfully sponsored and facilitated a number of running events throughout the southeast, the Event Committee would again present the question of whether the Town can or should support two half marathons within a 12 month time frame. Should there be a limitation imposed, the committee's deference is to support a local group like the KTC.

If the board elects to approve the special event permit, Race 13.1 will need to work closely with the affected individual property owners as well as the affected subdivisions to ensure that all efforts are made to notify them of this event and the potential impact it could have. All possible measures must be taken to minimize traffic flow disruption, particularly when the runners cross major roadways. Since Race 13.1 is not a local organization it does concern the staff because they may not be as accountable as a local organization like KTC that would sponsor other events in the area. Race 13.1 will need to ensure that their staff work closely with the Town staff and the community to ensure that this event is a success.

PROPOSED MOTION:

To approve the requested special event subject to the comments noted by staff concerning public outreach and traffic control.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



Special Event Application

Organization Information

Event Name and Type: Race 13.1 Farragut; Half marathon, 10k and 5k running event

Event Date(s): May 16th or May 17th, 2015

Sponsoring Organization:

Tax ID 46-4157559

(Attach Secretary of State Corporate Info)

Address: 3803-B Computer Drive, Suite 205, Raleigh, NC 27609

Organization Type: Neighborhood ☐ Non-profit ☐ Govt. ☐ Corporation ☒

Other ☐ Explain Other:

Primary Contact: Charles Mercer

Address: *Same as organization address

Work Phone: 919-803-9596

Cell Phone Number: 919-803-9596

E-mail: charlie@race131.com

Event Information

1. Purpose of event: To promote healthy living, raise awareness for a charity partner, showcase the Town of Farragut

2. Give a brief description of the event:

It will be a 3 distance running race that will last no more than 3.5 hours

develop the Race 13.1 brand

3. Is this a first time event? Yes

If no, prior dates

4. Hours of Operation:

Date: 5/17/15 Set Up Time: 4:00am Close: 11:00am

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Date: Set Up Time: Close:

Tear Down Date and Time: 5/17 at 11am

Completion Time: 11am

5. Is this event open to the public? Yes ☒ No ☐

6. Outline your marketing/publishing plan for the event to include advertising and promotion schedule:

1/5/15 - 5/16/15: Print marketing (outdoor and in select stores) at Turkey Creek

12/1/14 - 5/16/15: Digital advertising (Google and Facebook) targeted to people within 30 miles of Farragut

12/1/14 - 5/16/15: Grassroots marketing (local gyms, running community, etc.) and notifications (churches, Homeowners associations, hospitals, etc.)

4/15/15 - 5/1/15: Mailed notification reminders to every home and business along the course outlining road impacts

Additional: two press releases announcing the event / reminding people about the event

7. Will admission be charged? Yes ☒ No ☐ to run but not to spectate
8. Will you be accepting donations? Yes ☒ No ☐
9. Estimated attendance each day: 1,500
10. Will food be served? Yes ☒ No ☐
11. Will food be prepared on site at your event? Yes ☐ No ☒
12. How many food vendors do you anticipate having? 3 - 5
13. How will food be prepared? N/A (will be brought by local restaurants/stores)
Gas ☐ Grill ☐ Propane ☐ Butane ☐
14. Will alcoholic beverages be available? Yes ☐ No ☒
- Have you received approval from the Beer Board (required)?
If yes, will beverages be sold or served?
What type of alcoholic beverages will be available?
What are the days/hours that alcohol will be consumed at this event?

In what areas of your event will alcohol be consumed?

15. Will you have merchandise vendors booths at your event?
Yes ☐ No ☒ If yes, how many?

Event Logistics

16. Requested event location: Pinnacle at Turkey Creek

17. List all streets you are proposing to close with the time periods that they will be closed: *and westbound GCR to greenway* See traffic control plan. The only road we recommend *westbound* fully closing is Parkside Drive from the entrance near Belk to N. Campbell Station Road from 7am - 7:35am and the short stretch on Grigsby Chapel Rd from N Campbell Station Rd to the Grigsby Chapel Greenway entrance from 7am - 7:35am. Traffic will not be closed during any other time. Other major roads will be coned and/or metering will be implemented to allow traffic through intersections during frequent breaks in runner traffic

18. Outline your plan for notifying the public of street closures and traffic control:

Outlined in marketing plan above; Phone notifications to churches, homeowners associations and hospitals near or on the course. Also, mailed notifications will be sent to every house and business along the course 2 -3 weeks prior to the event.

19. Will there be live entertainment or music at your event? Yes ☒ No ☐
If yes, please answer the following:
Will stages be built? Yes ☐ No ☒ If yes, how many?
Will you be using generators? yes
20. Will tents be erected for your event? Yes ☒ No ☐ If so, how many? 15 - 20, 10x10 events
21. Will any existing restrooms be provided for public use? If yes, how many and where will they be located? No

22. Will you be utilizing portable restroom facilities? Yes ☒ No ☐

If yes, please complete the following:

Number of portable restrooms: 25 - 35

Location (be specific): Near the Pinnacle at Turkey Creek as instructed by Turkey Creek management

When will they be placed and removed? Arrive 5/16/15 at 5pm; Removed 5/17/15 at 11am

When will they be serviced? They will be serviced when removed

How many ADA accessible units will be included? 1; our events do not typically attract people who require these units

23. What arrangements have you made for traffic control and security at your event? Who will provide this service? What will the role of security personnel play at your event?

Traffic control will be done using City/Town off duty police officers

Additional traffic control (coning and barricades) may be done with AWP, a traffic control organization that we have engaged at several of our events to managed cone and barricade placement and removal.

Security needs are limited, but we would plan to use an off duty security officer from Turkey Creek if necessary.

24. Outline your plan for Emergency Medical Service for this event including their location:

A medical team will be placed at the Pinnacle at Turkey creek and a bike EMS team will be engaged in the event of an injury on the Greenway portion of the route. *See Event Safety Plan for additional details.

25. Outline your plans for trash removal including the date and hour that all trash will be removed from the event site:

We set up cardboard, disposable trash cans in the start/finish area and at every aid station along the course. All trash is disposed of by noon on the day of the event.

Hold Harmless

All authorized events occurring within the Town limits shall be individually and severally responsible to the Town for any loss, bodily or personal injury, deaths, and/or property damage that may occur as a result of the event representative/organizer's negligence or that of its agents and employees. All event organizers/representatives hereby agree to indemnify and save the Town, its officers, employees, and agents harmless from any loss, cost, damages and other expenses, including attorney's fees, suffered or incurred by the Town by reason of the event representative/organizers negligence or that of its agents and employees; provided that the event representative/organizer shall not be responsible nor required to indemnify the Town for negligence of the Town, its officers, employees, or agents. Furthermore, I fully understand and agree to comply with the terms and conditions as stated in this application. All information provided in this application is correct and accurate to the best of my knowledge.

Signature Chad M. III

Date 11/5/14

Return this application along with all required documentation to:

Office of the Town Manager
11408 Municipal Center Drive
Farragut, TN 37934

If you have any questions while completing this application, contact the Town Manager's Office at **865.966.7057**

OFFICE USE ONLY

FIRE MARSHAL REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

KCSO REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

TMLRMP REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

ADMINISTRATION OFFICE REVIEW:

Approved: _____ (INITIALS)

- Conditions of Approval: _____

Denied: _____

- Reasons for Denial: _____

Supplemental Information:

A sketch plan of your event must be included with this application. Please include: vehicular and pedestrian circulation, staging areas, locations of tents, entertainment stages, portable restrooms, dumpsters, fencing, food and beverage booths, and all sponsor or vendor booths. Also indicate where streets will be blocked and what will be used to block the streets. **This application will not be processed without a completed site map.**

Applicants must provide the Town with an original copy of their insurance certificate of general liability insurance naming the "*Town of Farragut, its employees, and agents*" as additionally insured. This policy must have a minimum coverage of one million dollars (\$1,000,000.00). If it is determined that security is required for your event, certified, uniformed Knox County Sheriff's Deputies must be hired to provide this service. Applicants hiring off duty Sheriff's Deputies must the Knox County Sheriff's Office as additionally insured.

Applicants must abide by all Rural Metro Fire & Rescue rules and regulations. This information can be obtained by contacting the Fire Marshall at Town Hall (865.966.7057).

Applicants requesting to serve alcohol at their event must submit an application to the Farragut Beer Board. This can be done by contacting the Town Manager's Office at 865.966.7057 not less than sixty (60) days prior to the proposed event.

A clean up deposit in the form of a check or money order in the amount determined by the Town Manager's Office must be submitted upon approval of this application. This check or money order will be returned upon inspection of your event site at the conclusion of your event.

Application Checklist

- _____ Completed Application
- _____ Complete Event Sketch Plan
- _____ Insurance Certificate
- _____ Clean Up Deposit
- _____ Copy of Beer Board permit (if applicable)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/05/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Capital Insurance & Financial Services, Inc. 3701 Lake Boone Trail Suite 200 Raleigh, NC 27607	CONTACT NAME: Ian Brinkley PHONE (A/C, No, Ext): (919) 571-0685 FAX (A/C, No): (919) 571-0684 E-MAIL: ibrinkley@capital-ins.com ADDRESS: ibrinkley@capital-ins.com
INSURED Race 13.1 LLC Po Box 20978 Raleigh, NC 27619	INSURER(S) AFFORDING COVERAGE INSURER A: Jackson Sumner & Associates INSURER B: Progressive INSURER C: Auto Owners INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		NN374709	10/13/2014	10/13/2015	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ included
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS			03223344	07/25/2014	07/25/2015	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 100000 BODILY INJURY (Per accident) \$ 300000 PROPERTY DAMAGE (Per accident) \$ 50000
	UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A		69IOUB2E414612	08/22/2014	08/22/2015	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 100000 E.L. DISEASE - EA EMPLOYEE \$ 100000 E.L. DISEASE - POLICY LIMIT \$ 500000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Race date: 5/17/2015

Bayer Properties LLC, Hart TC I-III, LLC, & Heitman Capital Management LLC are additional insureds with respects to the general liability coverage. Town of Farragut, its employees and agents are additional insured with respects to the general liability coverage.

CERTIFICATE HOLDER

CANCELLATION

Bayer Properties LLC c/o Cobbs Allen
Attn: Lisa Shearon
115 Office Park Drive
Birmingham, AL 35223

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kathleen Gray

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Event Safety Plan



INTRODUCTION

The purpose of this Plan is to set forth organization, responsibilities, and procedures for the safe conduct of Race 13.1, LLC Events. The plan has been developed with the Race 13.1 medical advisor, an Orthopedic Surgeon based in Raleigh, NC with a specialty in sports medicine.

This plan includes details on all safety-related items including the race organization process, medical response teams, hydration stations, Course Monitor and Police Officer locations, volunteer protocols, weather plans and other safety considerations.

Race 13.1 will post safety instructions on the website and send an email containing safety protocols to all runners in advance of the race.

KEY SAFETY PERSONNEL

Medical Advisor – assists with the creation of Race 13.1 safety protocols, provides advice on medical support necessary at each event and assists with runner communications about health and safety before and during an endurance sporting event.

Race Director – responsible for overall execution of the race. Coordinates volunteers (including Course Monitors) and police officers and reviews safety protocols and procedures with everyone involved in race execution.

Police Officers – the number and location of police officers are determined in cooperation with the City. Officers are stationed at every point in the course where traffic regulation is needed and/or when runner safety could potentially be a concern as it relates to traffic.

Course Monitors – volunteers who are stationed along the course to direct runners and alert Race 13.1 personnel, emergency medical staff and police officers if any safety issue occurs.

EMS Bike Team – an EMS bike team will be assembled to provide “eyes on the course”. They will be stationed at 1 or 2 hydration/water stations that will also be designated medical stations. Medical stations will have first aid supplies, and, depending on the weather, the number of designated medical stations may be increased. EMS staff will be capable of providing first aid and will communicate with the Medical team and/or Race Director in the case of needed medical transport. On any course that uses a significant portion of “greenway trails”, the EMS bike team will be able to help with safety issues in locations along the course that cannot be easily accessed by emergency vehicles.

Medical Team – a medical team will be stationed in the start/finish area and will include at least 2 medical professionals. One of these medical professionals will be designated as the “**primary medical contact**” for the race. The Race Director will ensure the “on course” medical personnel and all volunteers have the contact information for the primary medical contact. The Race Director may communicate directly with the primary medical contact if he/she is contacted about an injury. Podiatrists, Chiropractors and massage therapists are welcome to volunteer and will be stationed at main medical tent at some races to provide post-race services.

Emergency Response –an emergency vehicle will be stationed in the start/finish area. Additional vehicles may be secured during unusually hot or cold weather conditions. In addition, Race 13.1 will have a “sag wagon” that can pick up runners on the course who do not require the emergency medical vehicle, thus leaving that vehicle only for emergencies.

Hydration Station Volunteers – hydration stations will be set up along every course and will have water and Gatorade for runners. The stations will be manned by volunteers, and each one will have a captain who is familiar with road race events and how to most effectively distribute fluids to runners. The number of hydration stations will vary depending on the route and the time of year.

PROCEDURES

Prior to the Event

1. The Race 13.1 Team and Race Director shall coordinate with the local Emergency Manager, Greenway Officials, and City Council prior to the race to confirm approvals of street closings, greenway use, safety/emergency plan, etc.
2. The Race 13.1 Team and Race Director shall obtain all necessary permits and permission needed to conduct the race.
3. The Race Director shall communicate safety protocols to all volunteers (see volunteer safety protocols below) and conduct cell phone checks with volunteers at all hydration stations.
4. The Race Director will involve the Medical Support Partner (once determined for each event) in planning of the race including reviewing medical contingencies. Medical support partners will include a team of medical professionals in a Medical Tent in the start/finish area and at least one EMS bike team on the course. In addition, Race 13.1 will provide a support vehicle and driver who can pick up runners along the course if the emergency medical vehicle is not necessary.
5. The Medical Advisor, Race 13.1 Team and Race Director will closely monitor weather conditions leading up to the race. If necessary, a Heat Plan will be communicated to the Race 13.1 staff and volunteers prior to the race. In cold weather, elements of that plan may include warming blankets and hot broth at the finish line. In the event of warm weather, various cooling methods will be considered including, but not limited to:
 - a. Increased number of Ambulances on stand-by
 - b. Increasing the ice order for course and Finish Line medical stations
 - c. Iced towels/sponges distributed on the course and at the Finish Line
 - d. Water and Gatorade are cooled, and product is replaced more frequently
 - e. Salt packets are distributed at select Water Stations

During the Event

Road, Greenway, and Traffic-related Incidents

1. Any incident requiring medical or police response will be reported to Medical Staff and Police Officers. Medical emergencies will be referred to the primary medical contact by the first staff

member or volunteer to reach the ill or injured party. On course minor injuries will be handled at the nearest medical station by the on course EMS team or by the medical team at the start/finish area, whichever is closest.

2. The bib number of any runner who drops out of the race will be reported to the Race Director. Those runners who miss the race cut off time, choose to drop and/or are 'pulled' by the sweeper team will be provided with transportation to the finish line. Those refusing to leave the course will be advised that they are no longer part of the race and will be considered pedestrians. The bib number of any person refusing support will be reported to the Race Director.

Location of Medical Staff / Volunteers / Course Monitors

1. EMS staff who are equipped to communicate to the Race Director and local Police will be at various locations throughout the course. These medical staff will be directed to tend to minor injuries and assess more serious injuries or medical scenarios. The medical staff will be directed to call the primary medical contact if additional medical assistance or the emergency vehicle is needed.
2. At least two medical professionals will be located at the start / finish area.
3. Races typically cross or take place on roads that are open to traffic. At a minimum, one volunteer and one City Police Officer will be assigned to each road crossing. Volunteers will assist runners getting them safely across the roads.
4. Volunteers will be located throughout the course at hydration stations and at key intersections and turns along the course.

Communication

The primary medical contact will be located in Runners Village and will house medical personnel, the emergency medical vehicle and a Race 13.1 support shuttle ("sag wagon") provider. Fire Department representation is welcomed and encouraged. These participants, led by the primary medical contact, make decisions concerning movement of resources, and transport of injured athletes. The primary medical contact phone number will be answered and calls for patient transport should relay location, runner bib number, and a brief description of the problem. One of the strongest points of this Medical Plan is our 'Eyes on the Course', which includes an EMS bike team, water station captains and other volunteers.

1. During the event, Medical Staff, hydration stations, local Police, Course Monitors and Volunteers will have cell phone contact information for each other and with the Race Director.
2. If an injury occurs, the first step will be to notify the primary medical contact. Then, the primary medical contact will determine whether to deploy the emergency medical vehicle, the EMS bike team and/or the Race 13.1 support shuttle.
3. Once medical decisions have been made, the Race Director will be notified.

Lost Runner(s)

The following actions will be taken in the event that a runner fails to finish the race and is reported lost.

1. Conduct a record check of the race computer to ensure that the runner started the race and did not finish the race.
2. Notify the Race Director that there is a runner missing. The Race Director will carry with him / her a list of all participants to include emergency contact information.
3. Contact all hydration stations, sweeper team, and course monitors to ensure that the runner has not turned him or herself in for assistance.
4. If the runner is still not located, direct volunteers to search most likely used alternate road and greenway segments.

POST RACE

1. The Race Director shall communicate to all Police, Medical Staff, Course Monitors, and Host Property Public Safety that the race was successfully completed, that the Greenway and Roads were left in the same condition as they were prior to the race and provide a brief summary of any incidents. If significant incidents or medical emergencies did occur, the Race Director shall also report that to any people(s) or entities that require notification.

SEVERE WEATHER POLICY

In addition to the monitoring of weather by the Medical Advisor, Race 13.1 Team and Race Director to ensure hydration stations are properly equipped and medical staff coverage is appropriate, severe weather will also be closely monitored. If severe weather is expected (hurricanes, tornados, lightning storms), Race 13.1 will work with the City to determine whether or not to cancel the event. If, on the morning of the race, severe weather is predicted to begin during the race window that compromises the safety of the runners, the race will be cancelled. Once an event has started, it will not be stopped unless extreme weather conditions arise that place runners, volunteers and spectators in danger. In the event that this occurs, all volunteers and police offers will instruct people along the course to seek shelter immediately.

VOLUNTEER PROTOCOLS

Instructions for Medical Situations

1. First, contact the primary medical contact on the cell phone number provided to make a determination on the next steps from a medical standpoint.
2. Once the primary medical contact has been notified and next steps determined, notify the Race Director on the cell phone number provided.
3. Do not leave the side of the injured/ill runner or move them if it may cause them additional harm. If the primary medical contact determines that the injured party is able to move without risk, assist the runner to the side of, or off, the course so they are not in the path of other runners or vehicular traffic.

RUNNER SAFETY COMMUNICATION

All runners will receive a communication prior to the race outlining these safety protocols as well as the following reminders about preparing properly for an endurance event:

1. Encouraging Doctor Checkups
2. Hydration the day before
3. Sleep
4. Proper runner attire in hot and cold conditions
5. Food consumption day before race and morning of
6. Utilizing every hydration station



Town of Farragut

Race 13.1 Traffic Control Plan

www.race131.com

How to Read this Traffic Control Plan

- The summary on page 3 provides some key points about the route, critical road impacts and labor needs
- Page 4 provides webpage links to the half marathon, 10k and 5k routes on Map My Run
- Page 5 – 7 contains screen prints of each of the three routes. Boxes with dashed lines indicate areas of the map which have been “zoomed in” on subsequent pages to show traffic control details. The number within each box corresponds to the map number on the top left of each page.
- Each “zoomed in” map shows police and course monitor placements, cone placements, aid station and on course portable bathroom placement and the direction of runners (see legend on the top right of each numbered map)
- Each numbered map contains text which further details the traffic control plan and shows the exact amount of time each area will be impacted by runners. Detail on the runner impact can be found on the last page.

Summary

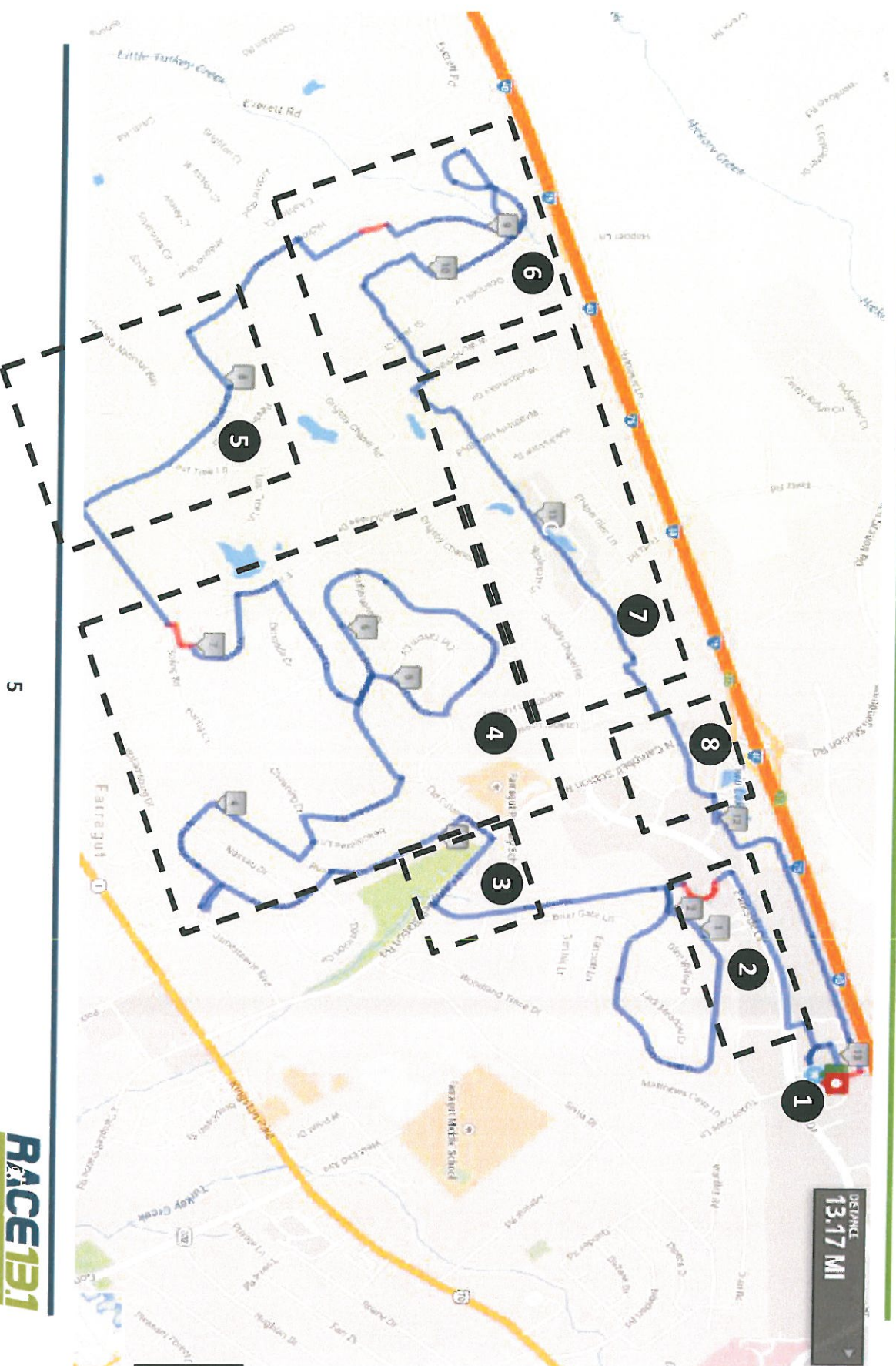
- We have reversed the direction of the original loop because of the positive impact that will have on traffic control. The course is exactly the same except the half marathon uses the Turkey Creek Greenway to return to the start finish area rather than Parkside Drive (reducing traffic impact)
- **THE ONLY ROAD CLOSURE WILL TAKE PLACE FROM 7:00AM – 7:35AM.** It will impact westbound Parkside Dr. and westbound Grigsby Chapel Rd. from N Campbell Station to the Greenway entrance.
- Police need: 38 officers
- Course monitor need: 28 people
- Aid stations: 6 (aid stations pictured on maps are not to scale)
- Portable bathrooms on course: 12 (2 at each aid station). 25 – 35 additional portable bathrooms will be used in the start/finish area.

Route Links

- Half marathon: <http://www.mapmyrun.com/routes/view/576456142>
- 10K: <http://www.mapmyrun.com/routes/view/576646166>
- 5K: <http://www.mapmyrun.com/routes/view/576679348>

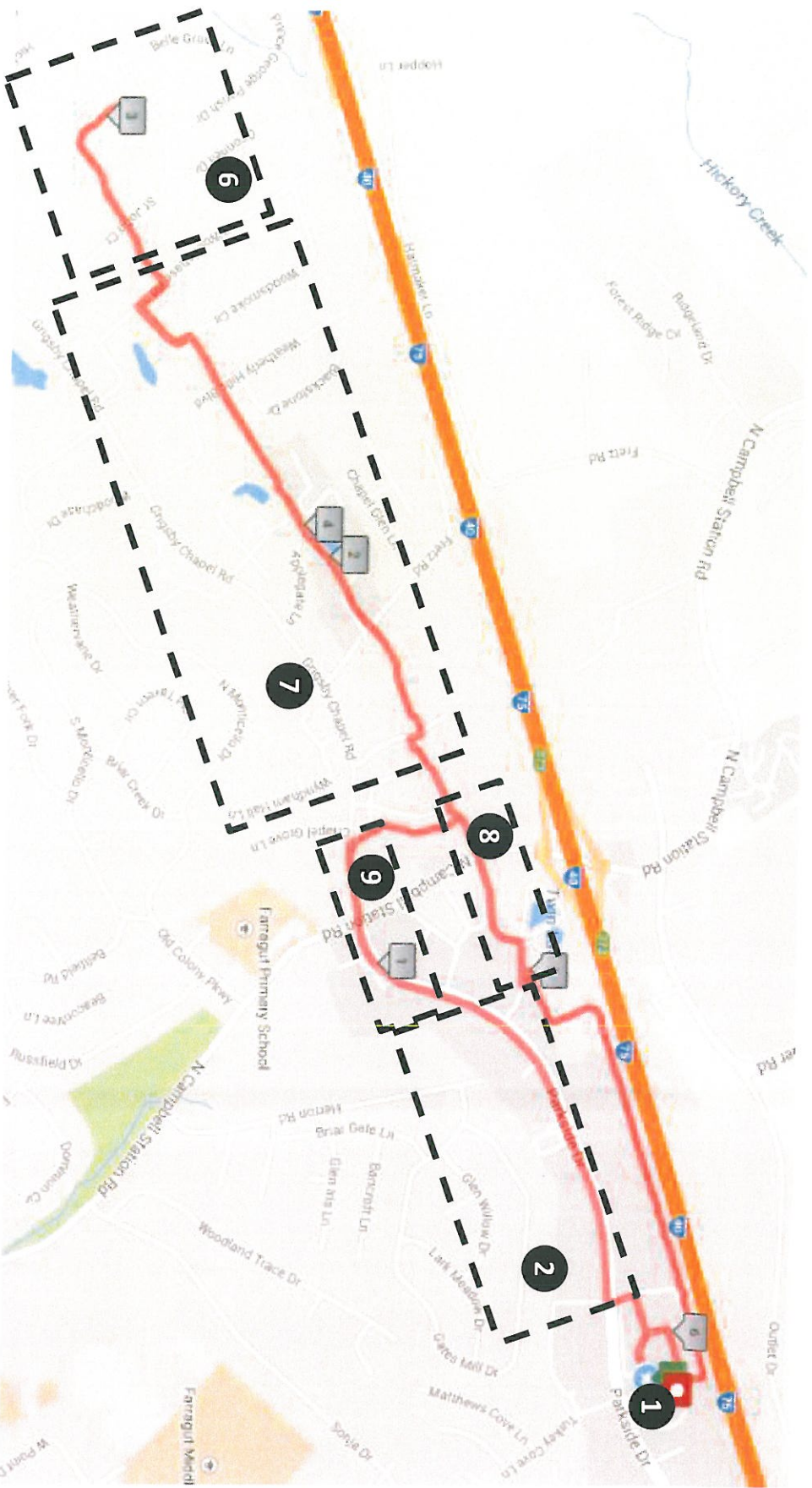
Half Marathon Route Map

Corresponds to map numbers on the subsequent pages



10K Route Map

Corresponds to map numbers on the subsequent pages

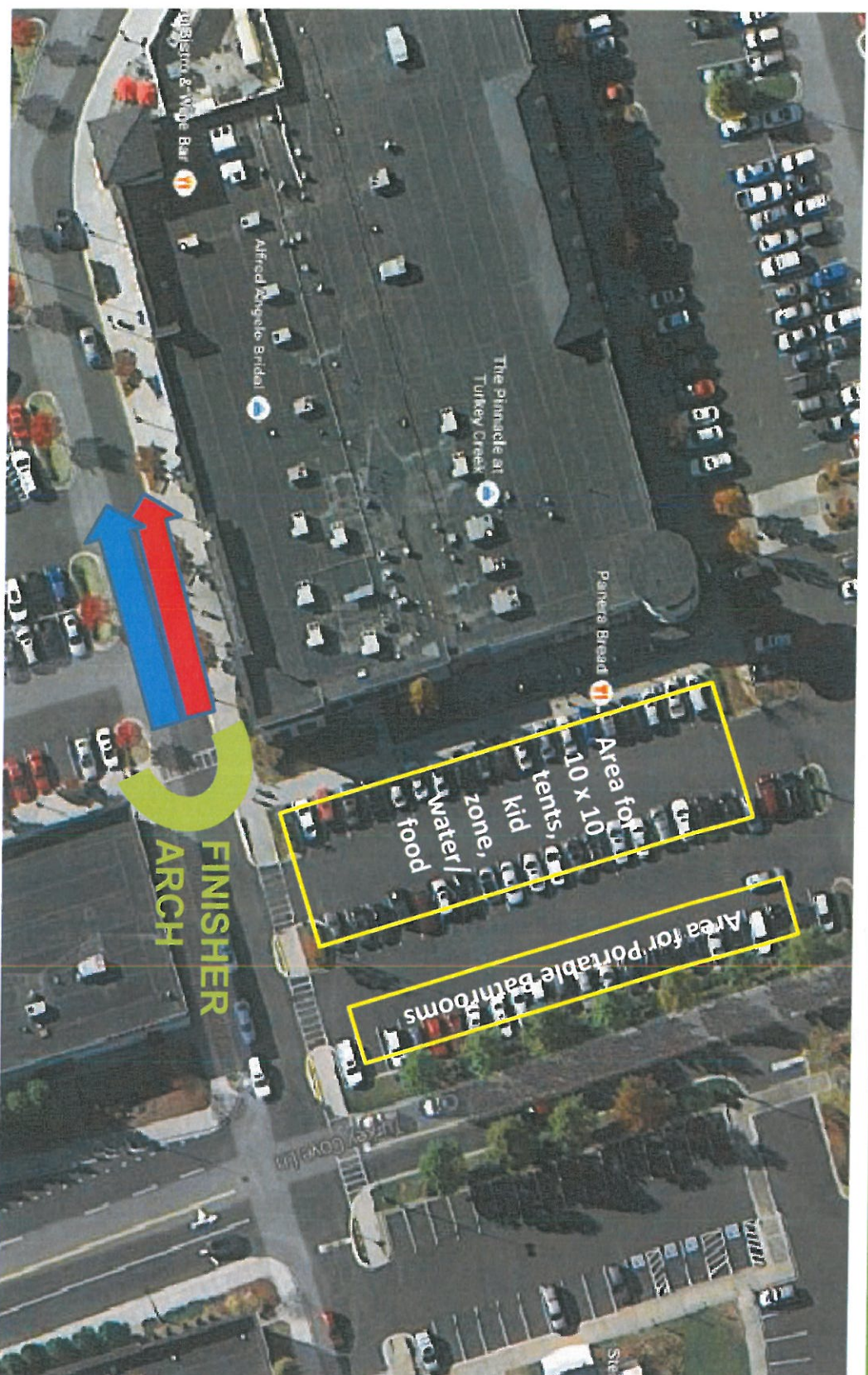


Corresponds to map numbers on the subsequent pages



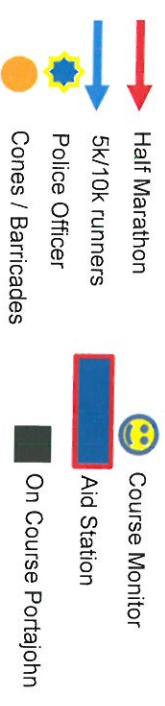
1 Start/Finish Area (all distances)

Half marathon
5k/10k runners



2

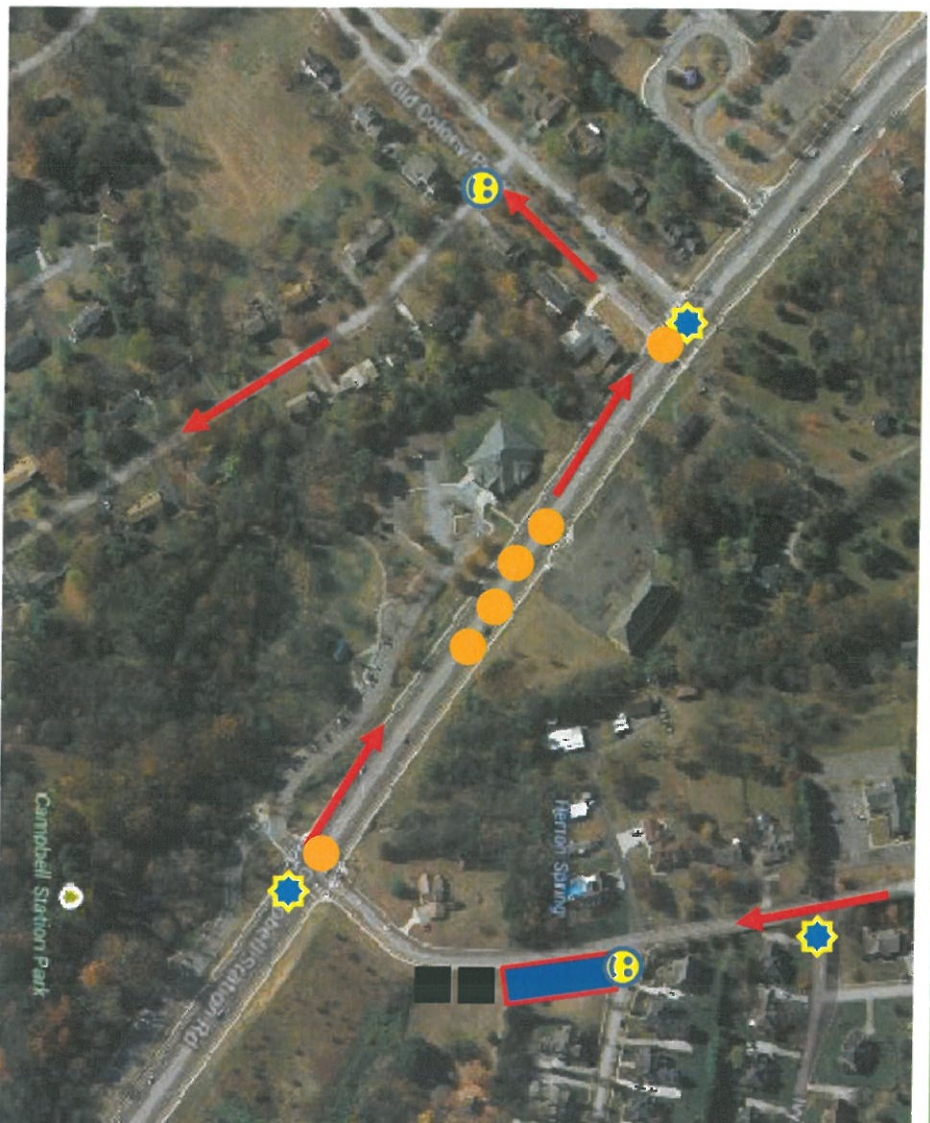
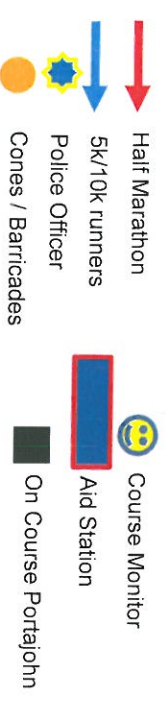
Parkside Drive Outbound



- All runners cross Parkside immediately after exiting Turkey Creek (**IMPACT: 7AM – 7:20AM**)
- Police officers stationed at every intersection along the Parkside Drive median until the last 5K/10K runner passes (**IMPACT: 7AM – 7:27AM**)
- Cones/barricades will be placed at each southside entrance to Turkey Creek before 7AM and removed when the last runner passes at 7:27AM
- Half marathon runners go left as indicated by red arrows on the map. 5K/10K continue on Parkside toward Lakes Edge (blue arrows)
- A Police Officer and a course monitor will be placed at the corner of Gates Mill and Herron Rd to manage traffic and direct half marathon runners as they start the loop around Gates Mill. An additional course monitor will be placed at the next intersection as well. Cones will also be placed in that location.

Labor need: 5 Police; 3 Monitors

3 Campbell Station Rd.

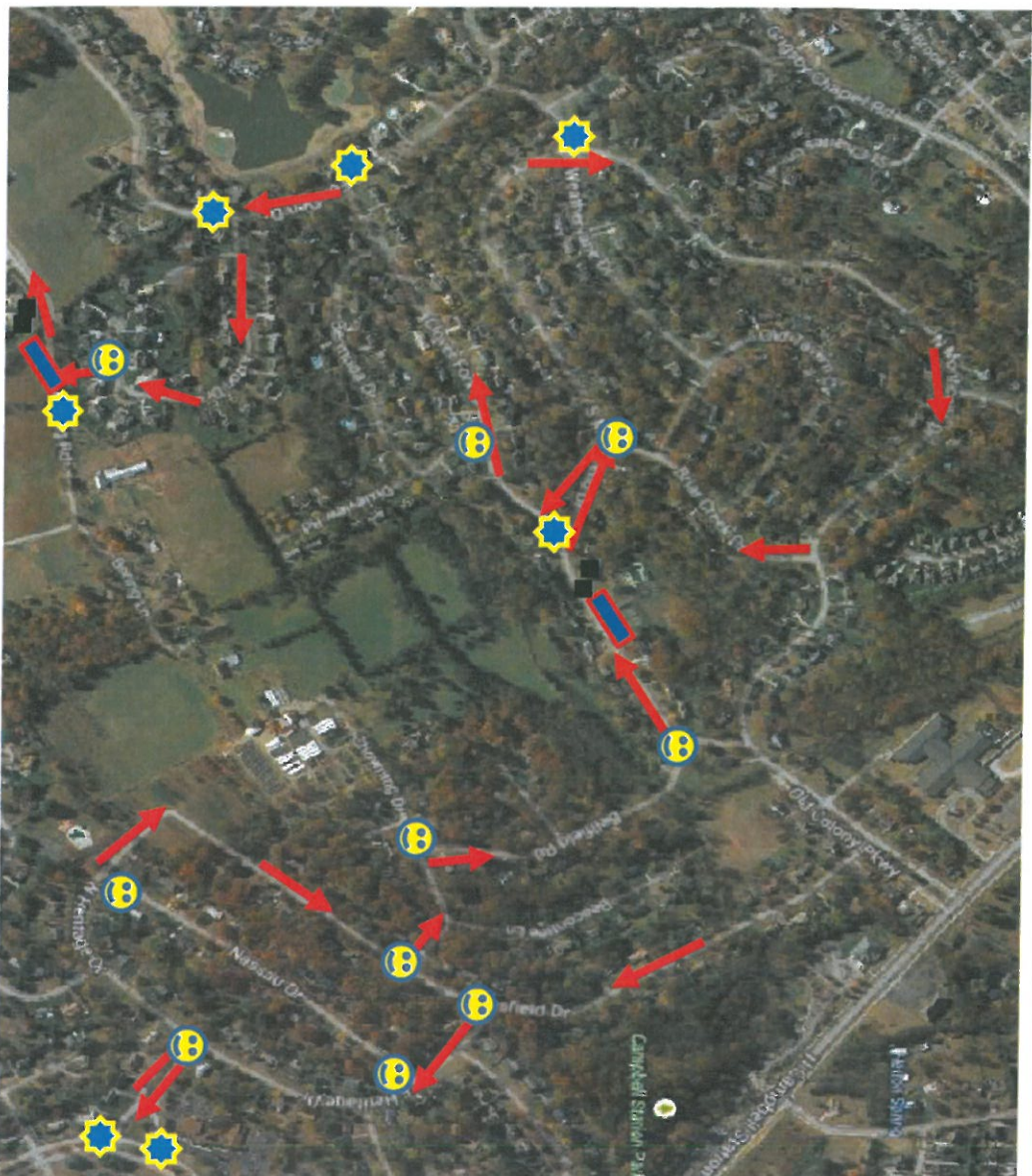
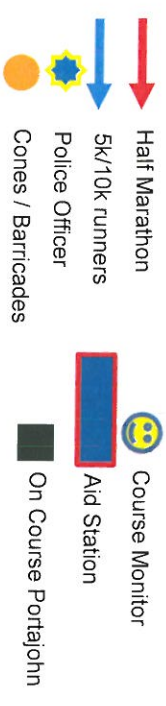


- A police officer, course monitor and aid station (with 2 portable toilets) will be on Herron Rd. The road will be cleared when the last half marathon runner passes (**IMPACT: 7:15AM – 7:45AM**)
- Runners will cross to right hand lane on southwest bound side of Parkside Dr. The lane will be coned from Herron to Old Colony Place. Traffic will be allowed to flow in both directions (only 1 lane going southwest). The left turn lane from Campbell to Herron Rd. will be blocked. (**IMPACT: 7:15AM – 7:50AM**)
- Runners will keep to the left after turning onto Old Colony and make an immediate left on Russfield Dr. directed by a course monitor

Labor need: 3 Police; 2 Monitors

4

Neighborhoods btwn Campbell Station and Smith Rd.



- Police will be placed on Jamestown Blvd to help guide traffic in and out of the course. Runners will be off the E. Heritage / Russfield Dr. loop by 8:10AM (**TOTAL IMPACT: 7:20AM – 8:10AM**)
- An Aid Station and two portable toilets will be placed in front of the tennis courts on Monticello. The Aid Station will be broken down by 8:30AM
- Police officers will be placed strategically along the Monticello Loop and again at E Fox Den Drive, and course monitors will help guide runners at key intersections. (**TOTAL IMPACT from Monticello to Boring Rd: 7:27AM – 8:52AM**)
- An Aid Station and two portable toilets will be placed on Boring Rd. immediately when runners pass through the connector between Axton and Boring. It will be broken down by 9:00AM

Labor need: 7 Police; 10 Monitors

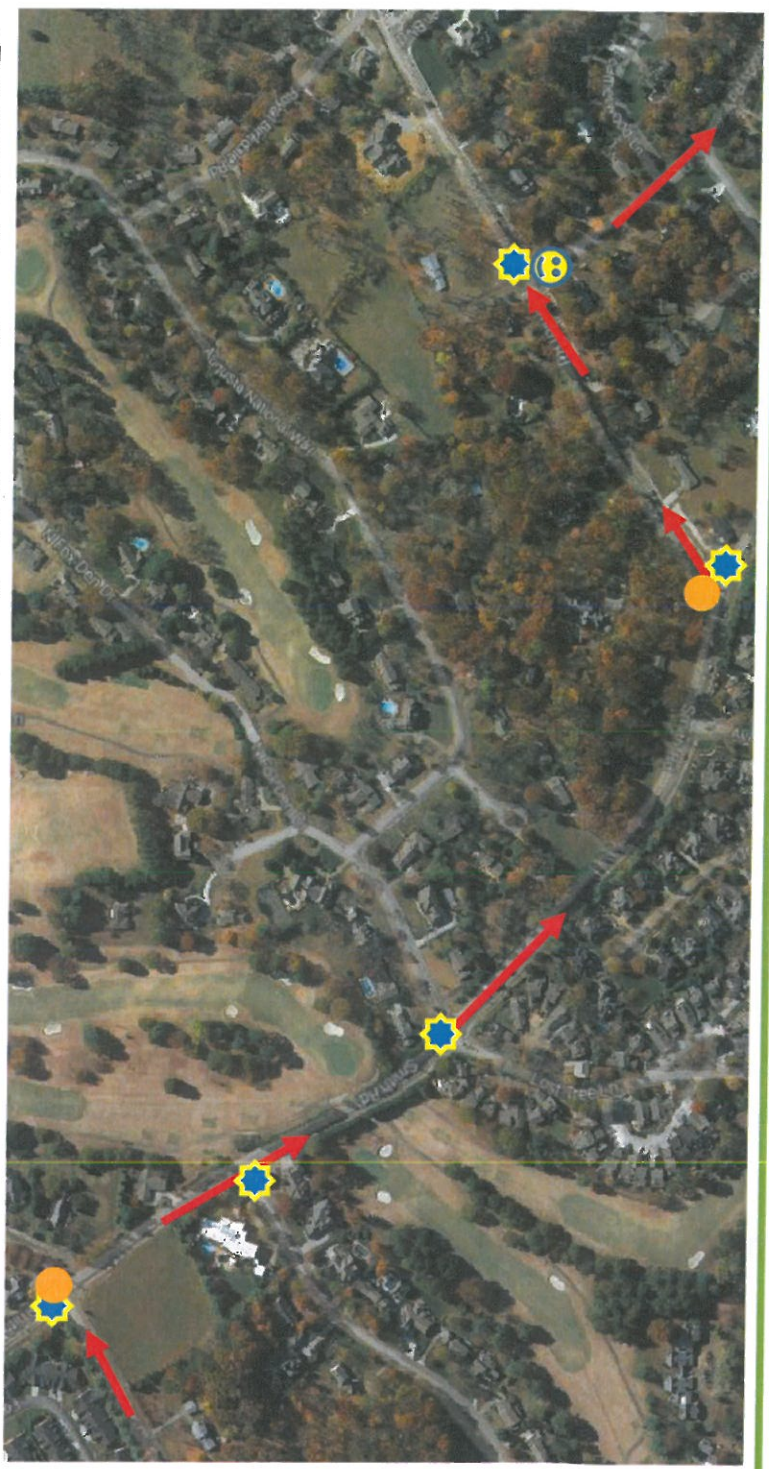
Smith Rd.



Half Marathon
5k/10k runners
Police Officer
Cones / Barricades



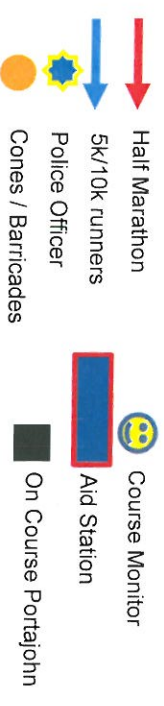
Course Monitor
Aid Station
On Course Portajohn



- The west / southbound lane of Smith Rd. will remain open the entire time. Cars from adjacent streets will be metered across by police so all cars will be able to exit the neighborhood via Smith Rd and reach Kingston Pike. Runners will run on the North/East bound side, make a left to cross traffic with the help of the officer at the corner of Smith Rd. and Crisby Chapel Rd., and then make an immediate Right onto Hickory Woods Rd.
- Hickory Woods Rd. residents will be able to make a right onto Smith Rd. to exit the neighborhood at Everett Rd. for the entire duration of the race. (**TOTAL SMITH ROAD IMPACT: 7:40AM – 9:10AM**)

Labor need: 5 Police; 1 Monitor

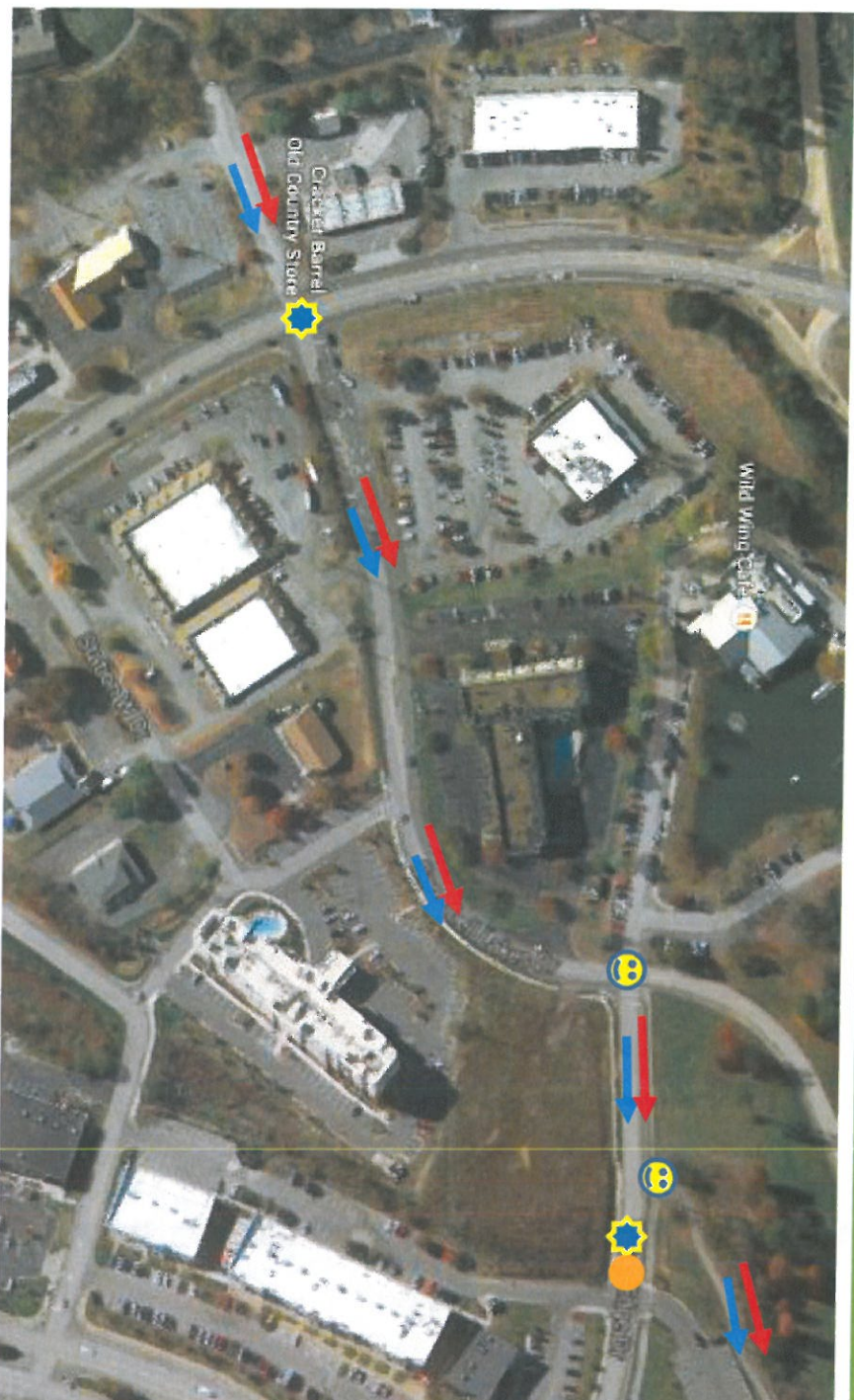
Neighborhoods around Prince George Parish Drive



- One police officer (not pictured) will be placed at the corner of Hickory Woods Rd. and Valley Trail. Another will be placed where the Greenway crosses St. John Ct. to meter traffic through (**TOTAL IMPACT AT THIS INTERSECTION: 7:30AM – 9:45AM**)
- 3 police officers will also be used to help direct traffic from the neighborhood to St. John Ct so residents may leave their house when they desire. Runners will be kept to one side of the road using cones and instruction from course monitors.
- The 10K will turnaround on the greenway before reaching Prince George Parish Rd.
- **TOTAL IMPACT TO THIS AREA (ALL DISTANCES): 7:30AM – 9:45AM**
- Aid stations will be placed at the Prince George Parish Cult a sac and next to the baseball field near St. John Ct.

Labor need: 5 Police; 5 Monitors

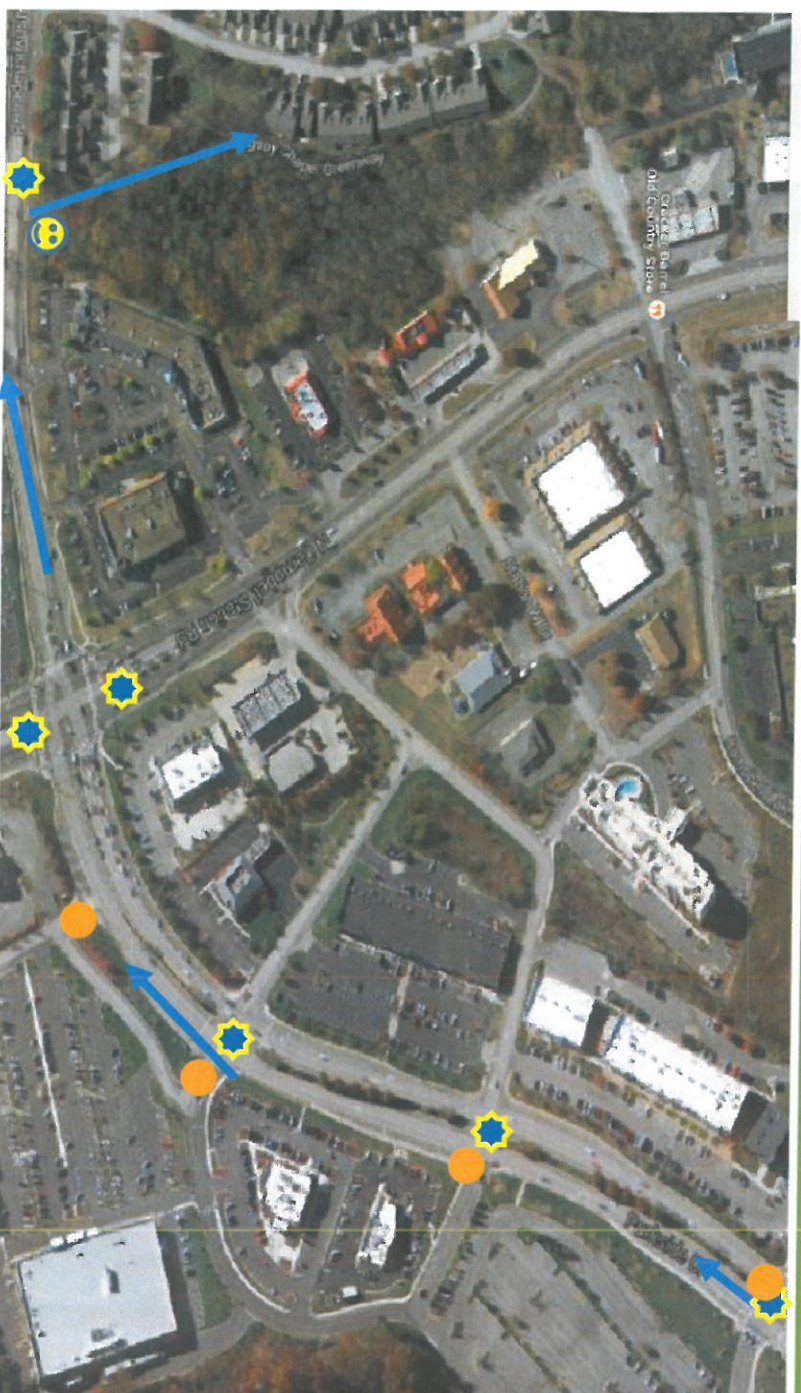
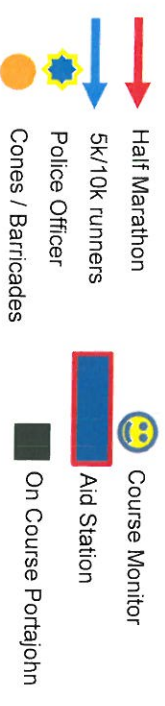
N Campbell Station Rd. Crossing



-  Half Marathon
-  5k/10k runners
-  Police Officer
-  Cones / Barricades
-  Course Monitor
-  Aid Station
-  On Course Portajohn

- A police officer will meter cars on N Campbell Rd. through very frequent breaks in runners. Runners will be most spread out at this point in the race. (**TOTAL IMPACT: 7:25AM – 10:10AM**)
- A police officer will be stationed on Lakes Edge Dr at the entrance to the Turkey Creek Greenway. **The last runner will enter the Greenway by 10:15AM**
- Runners will take the Turkey Creek Greenway back to the start/finish line

9 N Campbell and Parkside (5k/10k only)



Labor need: 6 Police; 1 Monitor

- 5k/10k runners will run westbound on Parkside, cross Campbell Station, continue on Grigsby Chapel, and then turn onto the Greenway
- Police officers and barricades will be used along Parkside Dr. to close the westbound side of Parkside (traffic may continue on the eastbound side).
- **TOTAL IMPACT TO PARKSIDE DRIVE FROM LAKES EDGE TO CAMPBELL STATION: 7:20AM – 7:35AM.**
- Police officers will allow runners to cross Campbell Station Rd. from Parkside to Grigsby Chapel Rd. for **15 minutes from 7:20AM – 7:35AM.**
- Police officers will close westbound Grigsby Chapel Rd. from N Campbell Station Rd. to the Greenway entrance for **15 minutes from 7:20AM – 7:35AM**

Runner Impact Detail

Intersection	Outbound Mileage			Inbound Mileage			Arrival	Departure	Length
	5K	10K	Half	5K	10K	Half			
Pinnacle at Turkey Creek/Parkside Dr.	0.4	0.4	0.4				7:02:12	7:21:24	0:19:12
Lakes Edge Dr./Parkside Dr.	0.96	0.96					7:20:17	7:30:22	0:10:05
Herron Rd/Gates Mill Dr Outbound			0.9				7:04:57	7:14:24	0:09:27
Herron Rd/Gates Mill Dr 2nd time			2				7:11:00	7:32:00	0:21:00
Herron Rd/Campbell Station			2.75				7:15:07	7:44:00	0:28:52
Campbell Station/Old Colony Place			2.9				7:15:57	7:46:24	0:30:27
Russfield and E Heritage			3.25				7:17:52	7:52:00	0:34:07
E Heritage and Village Green Pkwy 1			3.5				7:19:15	7:56:00	0:36:45
E Heritage and Village Green Pkwy 2			3.6				7:19:48	7:57:36	0:37:48
Russfield and Chowning			4.15				7:22:49	8:06:24	0:43:34
Monticello and Clover Fork			4.9				7:26:57	8:18:24	0:51:27
Monticello and Clover Fork #2			6.2				7:34:06	8:39:12	1:05:06
E Fox Den and Clover Fork			6.6				7:36:18	8:45:36	1:09:18
E Fox Den and Axton			6.7				7:36:51	8:47:12	1:10:21
Axton Dr. and Boring Rd.			7.05				7:38:46	8:52:48	1:14:01
Smith Rd. and Boring Rd.			7.4				7:40:42	8:58:24	1:17:42
Smith Rd. and Grigsby Chapel Rd			8				7:44:00	9:08:00	1:24:00
Hickory Woods Rd. and Valley Trail			8.1				7:44:33	9:09:36	1:25:03
Prince George Parish Dr. and Laurel Valley Rd.			8.5				7:46:45	9:16:00	1:29:15
Prince George Parish Dr./Greenway			8.75				7:48:08	9:20:00	1:31:52
St. John Ct / Greenway		2.8	10.2		3.15		7:55:17	9:40:48	1:45:31
Greenway / Weatherly Hills Blvd		2.5	10.8		3.5		7:30:24	9:43:12	2:12:48
Greenway / Fretz Rd.		1.9	11.15		4.1		7:28:45	9:52:48	2:24:03
Greenway / Campbell Lakes Dr		1.3	11.7		4.8		7:25:27	9:58:24	2:32:57
Campbell Lakes Dr / N Campbell Station	1.8		11.85				7:22:09	10:07:12	2:45:03
Lakes Edge Dr./Turkey Creek Greenway	1.95		12				7:24:54	10:09:36	2:44:42
Lakes Edge Dr./Parkside Dr.	0.96	0.96					7:25:43	10:12:00	2:46:16
Parkside / N Campbell Station Rd	1.05	1.05					7:20:17	7:30:22	0:10:05
Grigsby Chapel Rd. / Greenway	1.17	1.17					7:20:46	7:31:48	0:11:01
							7:21:26	7:33:43	0:12:17

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Ben Harkins, Traffic Enforcement Manager**SUBJECT:** Consideration of Amendment to Extend the Red Light Traffic Enforcement Program

INTRODUCTION: The purpose of this agenda item is to consider an amendment for a three year extension of the contract with Redflex Traffic System, Inc. for the Red Light Traffic Enforcement Program currently operated in the Town of Farragut.

DISCUSSION: The Red Light Traffic Enforcement Program has been operating in the Town of Farragut for five years with the purpose of getting drivers in our Town to stop for red lights and to make our intersections safer. The Town currently issues citations for straight through and left turn red light violations.

The Town of Farragut currently monitors four intersections with two cameras at each of these intersections. The intersections are:

1. Kingston Pike at Campbell Station Rd.
2. Kingston Pike at Concord Rd.
3. Kingston Pike at Smith Rd.
4. Campbell Station Rd. at Parkside Dr /Grigsby Chapel Rd.

The system also includes two live video cameras at each monitored intersection which provide real time monitoring and can be used to view video from as far back as thirty days. Area Law Enforcement Agencies have requested assistance on many occasions to determine the cause of vehicle crashes and to identify vehicles used in criminal activity. The cameras have also been used to monitor and investigate problems with traffic lights at our monitored intersections.

Traffic crashes have decreased at our monitored intersections since we started the program in 2009. The Knox County Sheriff's Office has provided crash data received from the Tennessee Department of Safety.

The change in the contract terms and conditions of this amendment are as follows:

Redflex will upgrade all monitored intersections to high-definition video cameras for a clearer view.

Within two year of the effective date Redflex will upgrade the violation detection equipment at all monitored intersections with Mapping Radar Detection for better detection of violators. This will eliminate the need for in-ground loops.

Redflex will upgrade the Violation Authorization System for use with multiple internet platforms, making for easier access to live video cameras, violator reports as well as violation authorization.

Redflex will continue to offer a local office to assist citizens with questions about citations and where fine payments can be made. The local Redflex office will be moving from Oak Ridge to a location in West Knox County.

The proposed agreement would be for three years, with the option to extend the agreement for up to two additional one year periods. The amendment has been reviewed by Town Attorney Tom Hale.

FINANCIAL SECTION: There is no financial outlay with approval of this amendment. Redflex provides all upgrades, maintenance and repair at no cost to the Town. However as amended, the Town will receive \$15.00 of each paid citation, up from the current \$11.50 of each paid citation. The Town will continue to pay a small cost each year for verifying the timing of our caution lights.

STRATEGIC PLAN: Approval of this contract amendment will continue the only traffic enforcement program offered by the Town of Farragut and will help to keep motorists alert and safe as they travel through the intersections in our Town. It will also continue to give assistance to Local Law Enforcement Agencies in identifying vehicles used in criminal activity in our Town as well as information about vehicle crashes.

RECOMMENDATION BY: Town Administrator David Smoak and Traffic Enforcement Manager Ben Harkins for approval.

PROPOSED MOTION: To approve the amendment for a three year extension of the Red Light Traffic Enforcement Program, with two additional one year renewal options.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

SECOND AMENDMENT TO
EXCLUSIVE AGREEMENT BETWEEN THE TOWN OF FARRAGUT, TN
AND REDFLEX TRAFFIC SYSTEMS, INC. FOR
PHOTO RED LIGHT ENFORCEMENT PROGRAM

This Second Amendment (the "Second Amendment") to the Exclusive Agreement between the Town of Farragut, TN and Redflex Traffic Systems, Inc. for Photo Red Light Enforcement Program is made by and between Redflex Traffic Systems, Inc. ("Redflex") and the Town of Farragut, Tennessee ("the Town") (individually the "Party" and collectively referred to as the "Parties"). The Effective Date of this Second Amendment is _____, 2014.

RECITALS

1. The Parties executed Exclusive Agreement between the Town of Farragut, TN and Redflex Traffic Systems, Inc. for Photo Red Light Enforcement Program on May 26, 2009 (the "Original Agreement");
2. The Original Agreement was amended on September 27, 2010 (the "First Amendment") (collectively, with the Original Agreement, the "Agreement");
3. The Parties desire to extend the Term of the Agreement and modify the Agreement to reflect changes and improvements to the Program.

NOW THEREFORE, in consideration of the mutual covenants contained in this Second Amendment, and for other valuable consideration received, the Parties amend the Agreement as follows:

TERMS AND CONDITIONS

- A. **Term.** The Initial Term outlined in Section 2 of the Agreement is extended for an additional three (3) years. The Town shall retain the right to extend the Term of the Agreement for up to two (2) additional consecutive and automatic one (1) year periods following the expiration of the Initial Term (each, a "Renewal Term" and collectively with the Initial Term, the "Term"), as outlined in Section 2 of the Agreement. Either Party may exercise the right not to extend the Term for a Renewal Term by providing written notice to the other Party not less than ninety (90) days prior to the last day of the Initial Term or the Renewal Term, as the case may be.
- B. **Upgrades.** After the Effective Date, Redflex shall, at its sole expense, make the following upgrades to the Redflex System:
 1. By May 1, 2015, Redflex will upgrade all Designated Intersection Approaches to high-definition video cameras with a resolution of 720P video with a 1280x720 resolution.
 2. Within two (2) years of the Effective Date, Redflex will upgrade violation detection Equipment for all Designated Intersection Approaches from Flush Mount Systems to

Mapping Radar detection. The Mapping Radar detection system will be located on the signal mast arm to observe approaching vehicles.

3. Redflex will upgrade the Violation Authorization System to include the new Graphic User Interface, Violation Authorization 2 platform which will allow violation authorization access on multiple internet platforms including mobile platforms.

C. **Pricing.** As of the Effective Date, the pricing outlined in Exhibit D to the Agreement is amended to eliminate the tiered pricing structure and provide that Redflex shall be entitled to \$35.00 per paid Citation. The Parties shall continue to share penalty late fees through a 50%-50% split.

D. **Maintenance.** Section 5 is added to Exhibit C of the Agreement and shall provide the following:

Redflex will make commercially reasonable efforts to promote the Town's successful utilization of the System, including but not limited to providing the Town with user guides, online help, online training and presentations (as available). Redflex will respond to helpdesk requests for support within 8 hours of the request except where circumstances beyond its control preclude a response within that time. Redflex will use commercially-reasonable efforts to respond to all other support requests within 24 hours for requests received during the period of 8 am to 5 pm Central Standard Time, Monday through Friday. The e-mail support specialist shall be responsible for receiving Town reports of errors in the System, and, to the extent practicable over email or telephone, making commercially-reasonable efforts to assist the Town in resolving the Town's reported problems. If the problem cannot be resolved telephonically, Redflex will use commercially-reasonable efforts to restore functionality in accordance with System specifications within 72 hours of Redflex's receipt of the reported problem.

E. **Ownership of Non-Violator Data.** Section 3.7 is added and shall provide the following:

Ownership of Non-Violator Data. The Parties agree that Redflex shall have exclusive ownership of all Non-Violator Data generated as a result of the Program. "Non-Violator Data" shall include incident data, infraction rates, average speeds and other categories of data as mutually agreed by Redflex and the Town. Non-Violator Data shall not include any data identifying the registered owner or the violator, or relating in any way to the registered owner's identity or the violator's identity. During the term of this Agreement, the Town shall have a non-exclusive royalty free license to use the Non-Violator Data which will be available online or upon request from the Town during the contract period. This license shall terminate upon termination or expiration of this Agreement.

F. **Future Services.** Section 3.8 is added and shall provide the following:

Future Services. If Tennessee law allows, now or in the future, a Governmental Authority to suspend the ability to register a vehicle, as controlled by the Tennessee Department of Transportation, for Persons with delinquent or unpaid fines, whether criminal or civil, the Parties have the option to execute an amendment to this Agreement for Redflex to provide the Town certain automated scofflaw services under its ASP and ASP2 Programs, as applicable, to implement such law.

- G. **Enforceability of Non-Amended Terms and Conditions.** Except as expressly amended in this Second Amendment, the Terms and Conditions of the Agreement shall remain in full force and effect. To the extent that this Second Amendment conflicts with the terms of the Agreement, this Second Amendment shall control.

Approved as to form, content and legality:

TOWN OF FARRAGUT, TENNESSEE

REDFLEX TRAFFIC SYSTEMS, INC.

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: James A. Saunders
Title: CEO and President
Date: _____