



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA**

October 12, 2017

**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. September 28, 2017
- VI. Ordinances**
 - A. First Reading
 - 1. Ordinance 17-15, First reading of an ordinance to replace the existing Town of Farragut Sinkhole Ordinance with new requirements
- VII. Business Items**
 - A. Approval of the Hot to Trot Race 5K/10K and Fun Run
 - B. Approval of a request for a variance from the distance from intersections and distance between driveways requirements in the Driveways and Other Accessways Ordinance in association with a requested right in right out access onto Concord Road for the property referenced as Parcel 37.03, Tax Map 153, 4.68 Acres, Zoned NC (Knox County) (John and Sarah Mailen, Applicant)
- VIII. Town Administrator's Report**
- IX. Town Attorney's Report**

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WWW.TOWNOFFARRAGUT.ORG

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.



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
MINUTES
September 28, 2017**

**BEER BOARD
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. September 14, 2017
- VI. Ordinances**
 - A. Public Hearing & Second Reading
 - 1. Ordinance 17-13 an ordinance adopting and enacting a new code for the Town of Farragut, Tennessee; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.
 - B. First Reading
 - 1. Ordinance 17-16, Ordinance amending the General Fund budget of the Fiscal Year 2017-2018 budget, passed by Ordinance 17-09, Human Resources-Professional Services
- VII. Business Items**
 - A. Approval of the 23rd Farragut Fall 5K & Fun Walk (Farragut West Knox Chamber of Commerce, Applicant)
 - B. Approval of Contract for ADA Self-Evaluation and Transition Plan
- VIII. Town Administrator's Report**
- IX. Town Attorney's Report**

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Mayor McGill called the meeting to order at 7:00 PM. Members present were Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent.

Approval of Agenda

Motion was made to approve the agenda as presented. Moved by Alderman Povlin, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of September 14, 2017 as presented. Moved by Alderman Povlin, seconded by Alderman Markli; voting yes, Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent; no nays; motion passed.

Ordinances

Public Hearing & Second Reading

Ordinance 17-13 an ordinance adopting and enacting a new code for the Town of Farragut, Tennessee; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.

Motion was made to approve Ordinance 17-13 on second and final reading. Moved by Alderman Povlin, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent; no nays; motion passed.

First Reading

Ordinance 17-16, Ordinance amending the General Fund budget of the Fiscal Year 2017-2018 budget, passed by Ordinance 17-09, Human Resources-Professional Services

Motion was made to approve Ordinance 17-16 on first reading. Moved by Mayor McGill, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent; no nays; motion passed.

Business Items

Approval of the 23rd Farragut Fall 5K & Fun Walk (Farragut West Knox Chamber of Commerce, Applicant)

Motion was made to approve the 23rd Farragut Fall 5K & Fun Walk. Moved by Mayor McGill, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Povlin and Williams; Alderman Pinchok was absent; no nays; motion passed.

Approval of Contract for ADA Self-Evaluation and Transition Plan

Motion was made to approve the ADA Self-Evaluation and Transition Plan. Moved by Alderman Povlin, seconded by Alderman Williams. After much discussion, the Board requested to postpone until the November 9, 2017 meeting.

Meeting adjourned at 7:49 PM.

Ralph McGill, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Bart Hose, Assistant Community Development Director**SUBJECT:** Ordinance 17-15, First reading of an ordinance to replace the existing Town of Farragut Sinkhole Ordinance with new requirements.

INTRODUCTION AND BACKGROUND: The Town's Sinkhole Ordinance was originally adopted in 2005. An applicant representing the Dollar General Store recently requested a variance from the ordinance to fill a portion of an identified sinkhole area to support the construction of a required inter-parcel connection drive and a walking trail extension along Kingston Pike. The Town's planning and engineering staff were not opposed to granting the variance because; in their view; it was in line with the Town's connectivity goals and requirements; supported the future expansion of walking trails along Kingston Pike; and did not appear to significantly increase preexisting impacts to the sinkhole, most of which was located on the opposite side of Kingston Pike. The Board of Zoning Appeals denied the requested variance noting the ordinance's specific language prohibiting the filling of sinkholes for the "construction of local streets, driveways, and walking trails". They contrasted this language with language in the same section that referenced mitigation measures and filling in situations where sinkhole avoidance was not possible. The BZA determined that the issue should be addressed legislatively, if necessary.

DISCUSSION: The Dollar General's variance request indicated the potential for additional conflicts between the Town's Sinkhole Ordinance and its adopted connectivity goals and requirements. Staff has been working to address this conflict, along with several other minor issues or clarifications that were identified while evaluating the ordinance. The proposed amendments are intended to clarify the sinkhole ordinance where necessary, provide for flexibility in situations where the ordinance may conflict with other important public plans or policies, and to address (in a limited fashion) situations where a sinkhole is discovered after site construction has started. Maintaining the integrity of the sinkhole ordinance and its emphasis on avoiding sinkholes during development was a critical staff concern. The amendments have been reviewed by the Town's Engineering Department, and were submitted to Dr. Peter Lemiszki, Chief Geologist, Tennessee Department of Environment and Conservation for comment.

RECOMMENDATION: Included in your packet is Ordinance 17-15 and a version of Ordinance 17-15 that shows where changes were made in comparison to the existing Sinkhole Ordinance. At the Planning Commission meeting on September 21, 2017 the Commission unanimously recommended in favor of Ordinance 17-15 subject to some minor modifications being made based on the comments of Dr. Lemiszki from TDEC.

PROPOSED MOTION: To approve Ordinance 17-15 on first reading.

BOARD ACTION:

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

ORDINANCE: 17-15
PREPARED BY: Shipley & Hose
REQUESTED BY: Town of Farragut
CERTIFIED BY FMPC: September 21, 2017
PUBLIC HEARING: _____
PUBLISHED IN: _____
DATE: _____
1ST READING: _____
2ND READING: _____
PUBLISHED IN: _____
DATE: _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF FARRAGUT TENNESSEE, PURSUANT TO AUTHORITY GRANTED BY SECTION 6-2-201, TENNESSEE CODE ANNOTATED, BY AMENDING CHAPTER 107, ARTICLE 3, SINKHOLES AND THE FARRAGUT SINKHOLE ORDINANCE, TO PROMOTE THE PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE BY REGULATING CERTAIN ACTIVITIES IN AND AROUND SINKHOLES.

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, wishes to amend Chapter 107, Article 3, Sinkholes, of the Farragut Code, Ordinance 05-13 "Sinkhole Ordinance".

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

SECTION 1.

The Farragut Code; Chapter 107, Article 3, Sinkholes, Sinkhole Ordinance is amended by deleting it in its entirety and substituting in lieu thereof the following:

Sec. 107-60. - Short title.

This article will be known as the "sinkhole ordinance".

Sec. 107-61. - Definitions.

- (1) For the purpose of this article, words used in the present tense include the future tense; words in the singular number include the plural number, and words in the plural number include the singular number; the word "shall" is mandatory and not directory; the word "may" is permissive. Any word or term not defined within the municipal code or in chapter 2, Definitions, in the Farragut Zoning Ordinance, shall be construed to be used in this article as defined by the latest edition of Webster's Unabridged Dictionary. Any word or term not defined in the Town's ordinances or the latest edition of Webster's Unabridged Dictionary shall have the meaning customarily assigned to it.

(2) The following words and terms are defined as follows:

Highest Adjacent Grade. The highest natural elevation of the ground surface, prior to construction, adjacent to the proposed walls of a structure.

Karst. A region made up of porous limestone or other carbonate rock containing deep fissures and characterized by sinkholes, underground caves, and streams.

Sinkhole. A naturally occurring depression characterized by closed contours on a topographic map, with or without a visible throat. Also included are manmade depressional areas having no visible outlet, which do not retain water for any significant length of time during rainy periods and areas determined to be sinkholes by a qualified professional in accordance with subsection 107-67 (3) below.

Sinkhole Area. The area including the sinkhole and fifty (50) feet from the sinkhole lip elevation.

Sinkhole Drainage Area. The land area around a sinkhole that contributes surface drainage to it.

Sinkhole Elevation. The lowest elevation point in the sinkhole.

Sinkhole Floodplain Elevation. The elevation at the sinkhole lip.

Sinkhole Lip Elevation. The highest closed contour elevation of a sinkhole.

Sinkhole Throat. The passageway between the sinkhole and the subsurface groundwater system.

Sec. 107-62. - Statutory authorization.

The Legislature of the State of Tennessee has in Tennessee Code Annotated, § 6-2-201, delegated the authority to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry.

Sec. 107-63. - Need.

Certain areas of the Town and surrounding areas drain exclusively or predominantly to sinkhole systems. As such, these sinkhole systems must remain available for the temporary storage and drainage of surface runoff in a manner similar to established riparian floodways and floodplains. Sinkhole areas are also known to be unstable for construction and drainage. Structures placed on soil foundations in sinkhole areas may be subject to flooding, settling, or collapse.

It is not possible to determine a generalized rule for sinkhole capacity. Each sinkhole behaves differently from all other sinkholes, and the discharge from each is a function of unknown subterranean stream configurations. Sinkholes must not be used as an integral part of the drainage system unless no other outlet is feasible, as shown in a study by a licensed engineer with expertise in hydrology and approved by the Town Engineer.

Sinkholes are known to be part of fragile drainage systems which discharge directly to the subsurface aquifer. Any substance or object, including construction siltation, placed within a sinkhole has the potential of clogging the throat of the sinkhole and/or polluting groundwater. The immediate area surrounding a sinkhole shall be disturbed as little as possible.

Sec. 107-64. - Purpose.

The purpose of this ordinance is to protect existing and future development from flooding due to sinkhole overflow and backup; to protect underground drainage systems from clogging due to sediment and debris; to protect the structural integrity of buildings, roads, pedestrian facilities, and utilities built near sinkholes; and to work with the State of Tennessee to protect groundwater resources from contamination due to pollutant runoff into sinkholes.

Sec. 107-65. - Appeals.

- (1) Once a sinkhole determination has been made and the sinkhole(s) have been identified on a plat, site plan, or any other construction document, the Board of Zoning Appeals (BZA) shall serve as the appellate body for this ordinance.
- (2) The applicant shall submit a written request for a variance to the Town of Farragut. The application shall include specific reasons justifying the variance and any other information necessary to evaluate the proposed variance request. The applicant shall have the burden of proof for justifying any variance from the provisions of this ordinance.
- (3) Whenever the Town's staff and/or Planning Commission determines that an appeal from any part of this ordinance involves potential drainage concerns or related impacts to water quality, it shall first be submitted to the Town's Stormwater Advisory Committee for review and recommendations to the Board of Zoning Appeals.
- (4) When the Board of Zoning Appeals is considering a request for a variance, they may require additional information such as, but not limited to, site design modifications, to more fully evaluate the request.
- (5) Standards for variances. In granting a variance, the Board shall ascertain that the following criteria are met:
 - a. The granting of any variance is in harmony with the purposes and intent of this ordinance and will not be injurious to the surrounding area, detrimental to the public welfare, or in conflict with the Town's plans or policies for development.
 - b. Variances shall be granted only where special circumstances or conditions exist (such as topography, or siting) fully described in the findings of the Board, that do not apply in the surrounding area.
 - c. For reasons fully set forth in the findings of the board, the aforesaid circumstances or conditions are such that the strict application of the provisions of this ordinance would deprive the applicant of reasonable use of his/her land. Mere loss in value shall not justify a variance.
 - d. Any variance granted under the provisions of this section shall be the minimum adjustment necessary for the reasonable use of the land.
 - e. If a property's size or shape is found to be the grounds for the variance, the property must be a "lot of record" and have totally separate ownership from the adjoining parcels.
- (6) In the exercise of its approval of a variance, the Board may impose any such conditions as it may deem advisable in the furtherance of the general purposes of this ordinance.

Sec. 107-66. - Appeals of decisions.

Any person aggrieved by a decision of the Town may appeal any order, requirement, decision, or determination of the Town to a court of competent jurisdiction in the manner provided by the laws of the State of Tennessee.

Sec. 107-67. - Developmental requirements.

- (1) *General site controls and restraints.* The developer is responsible for consulting with any unit of government that would have requirements applicable to the development of the subject tract and the area surrounding it. The developer shall become acquainted with the zoning ordinance, subdivision regulations, driveways and other access ways ordinance, stormwater ordinance, tree protection ordinance, this article, and other ordinances, regulations and codes which regulate the development of land in the Town. Further, the developer shall consult with the Town regarding all applicable review policies and procedures precedent to the submission of any site plan, subdivision plat, or land disturbance permit application.
- (2) *Sinkhole and related feature identification.* All identifiable closed contour depressions, sinkhole related features, and springs or cave openings shall be located and shown on site plans, subdivision plats, and other development related plans. The developer shall, at a minimum, utilize available and required topographic survey information, United States Geological Survey (USGS) information, and a field (on the ground) site inspection of the subject property to locate the above noted features.
- (3) *Dispute of sinkhole—Determination.* Where a developer disputes that an area contains a sinkhole(s), a detailed site reconnaissance and evaluation shall be conducted by a State licensed professional geologist or geotechnical engineer having experience and expertise with sinkholes. This professional shall be recognized and approved by the Town. The professional shall perform whatever evaluations deemed necessary to establish whether a sinkhole(s) exists on the site. The findings of the professional shall be presented to the developer, the Town, and the Tennessee Department of Environment and Conservation for final disposition. The burden of proof is on the developer to disprove the existence of sinkholes. Once a sinkhole determination has been made, the sinkhole(s) shall be indicated on all preliminary plats, final plats, site plans, or any other construction document.

Sec. 107-68. - General requirements.

- (1) *Placing substances and objects in sinkholes.* No person shall place or cause to be placed any substances or objects, other than stormwater runoff, in any sinkhole or sinkhole drainage area in such a way so as to allow such substances or objects to be washed into a sinkhole or sinkhole throat during storm events.
- (2) *Filling or obstructing sinkhole drainage outlets and springs.* No person shall fill or obstruct the drainage outlet from a sinkhole or system of sinkholes; or fill over a sinkhole outlet, spring, or cave opening without approval from the State of Tennessee Department of Environment and Conservation Division of Water Supply and Division of Water Pollution and the Town of Farragut.

- (3) *Filling Sinkholes.* Except as provided below, no fill shall be placed and no construction shall occur below a sinkhole's lip elevation. Identified sinkholes should be avoided by design and separated from construction activities, except as provided for in this article (Sinkhole Ordinance).

The limited filling of sinkholes may be permitted by the Town upon a finding that:

- a) The avoidance of a sinkhole is clearly not possible given existing conditions, for example when widening an existing collector or arterial street. The Town's staff may seek additional review and approval from the Planning Commission and the Stormwater Advisory Committee whenever they determine that the circumstances warrant.
- b) A sinkhole is identified during or after approved site construction activities, the Town determines that it was not reasonably identifiable prior to construction using standard practices, and development activities have progressed to the point that redesigning to avoid filling the sinkhole is shown to be impracticable and fully documented by the developer. The Town's staff may seek additional review and approval from the Planning Commission and the Stormwater Advisory Committee whenever they determine that the circumstances warrant.
- c) The Planning Commission has determined that such fill and construction is appropriate to advance a competing and adopted public policy, plan, or ordinance; is related and proportional to the public interests involved; and avoidance of the sinkhole is not reasonable given the specifics of the site and surrounding area. For example, the planning commission may permit the limited filling of a sinkhole area to facilitate the construction of a critical walkway extension to further the Town's adopted connectivity goals.

In all cases where fill or construction is permitted below the sinkhole lip elevation the following shall apply:

- a) Any permitted fill and construction shall be limited to the minimum necessary to carry out the project.
- b) The Town may require a developer to prepare alternative designs that avoid the sinkhole and evaluate their feasibility.
- c) A study and sinkhole management plan shall be prepared by a State licensed geotechnical engineer to ensure the structural stability of the proposed fill and/or construction area. The plan and study shall identify all tests that will be completed to determine subsurface conditions. It shall also include recommended mitigation actions that shall be implemented.
- d) All sinkhole related plans and activities shall be coordinated with the Tennessee Department of Environment and Conservation. All required State or other permits shall be obtained prior to approval by the Town.
- e) All related plans, studies, and permits shall be reviewed by the Town's Engineer and other applicable staff prior to any filling or construction within a sinkhole. The Town may further impose appropriate additional conditions and restrictions intended to mitigate impacts related to any such permitted fill or construction.

- (4) *Stormwater runoff into sinkholes.* All persons draining stormwater runoff into sinkholes shall coordinate with the State of Tennessee Department of Environment and Conservation Division of Water Supply and Division of Water Pollution to ensure appropriate compliance with applicable provisions. Every effort shall be made to prevent changes in the volume and rate of runoff into sinkholes from preconstruction levels to post construction levels. Copies of approved permits and any pertinent site-specific provisions shall be submitted to the Town prior to the issuance of a grading permit.
- (5) *Disturbance in sinkhole drainage areas.* The immediate area around a sinkhole shall be disturbed as little as possible. Adequate sediment and erosion control measures shall be put in place prior to any disturbance. The use of mechanized grading equipment near the sinkhole throat shall be avoided. All use of explosives shall be in compliance with the state fire marshal's office, and shall be avoided whenever possible. The underground system of caves and streams is dynamic and explosions in the vicinity can alter or block underground drainage passage ways.
- (6) *Building construction in sinkhole areas and sinkhole drainage areas.* Sinkhole areas are known to be unstable for construction. Structures placed on soil foundations in sinkhole areas may be subject to both settling and collapse of the sinkhole. Uncontrolled fill placement may present additional settlement hazards. Mitigation of these possible undesirable consequences shall, at a minimum, be addressed as follows:

All buildings shall be set back a minimum of fifty (50) feet from the sinkhole lip elevation unless at the time of sinkhole identification and determination during the platting or site planning process the Farragut Municipal Planning Commission finds:

- (a) That the applicant provides sufficient and proper evidence for the Farragut Municipal Planning Commission to determine that there is no danger other than that which would normally be encountered in the construction of a similar building in other areas;
- (b) That the drainage function of the sinkhole will not be compromised by the construction within said fifty (50) foot line;
- (c) That there will be no hazard to groundwater; and
- (d) That the applicant has obtained all necessary permits necessary from the Tennessee Department of Environment and Conservation.

As part of the evaluation involving (a) thru (d) above, the Planning Commission may require the submittal of all necessary engineering and scientific studies to document any findings or determinations made under this subsection. Including but not limited to geotechnical analysis, structural engineering reports, and drainage or flood studies.

A structural engineer must approve all building foundations constructed within sinkhole areas; except where the Planning Commission has reduced the required building setback in accordance with this subsection (subsection 6).

The sinkhole elevation, the sinkhole lip elevation, and the minimum building setback from the sinkhole lip elevation shall be indicated on all preliminary plats, final plats and site plans.

The finished floor elevation (FFE) of any habitable structure located within a sinkhole drainage area or a sinkhole area, as defined by this ordinance, shall be at least one (1) foot above the sinkhole floodplain (lip) elevation; except within any portion of a sinkhole area that does not

also fall within the drainage area (i.e. where a building site is located downslope and below the sinkhole). In such areas, the FFE shall be at least one (1) foot above the highest adjacent grade. Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall also be located in accordance with this elevation standard. The sinkhole floodplain elevation and corresponding FFE (minimum floor elevation MFE) shall be indicated on all preliminary plats, final plats, and site plans; along with a corresponding explanatory note. Verification of this elevation must be submitted to the Town.

- (7) *Easements.* When appropriate, sinkholes shall be designated as drainage easements on all preliminary and final plats. All sinkholes, whether designated as a drainage easement or not, shall be identified on preliminary and final plats. If feasible, sinkholes shall be placed on community open space land.

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 _____, 2017,
with approval recommended.

Rita Holladay, Chairman

Edwin K. Whiting, Secretary

FARRAGUT MUNICIPAL PLANNING COMMISSION

ORDINANCE: 17-15
PREPARED BY: Shipley & Hose
REQUESTED BY: Town of Farragut
CERTIFIED BY FMPC: September 21, 2017
PUBLIC HEARING:
PUBLISHED IN:
DATE:
1ST READING:
2ND READING:
PUBLISHED IN:
DATE:

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE TOWN OF FARRAGUT TENNESSEE, PURSUANT TO AUTHORITY GRANTED BY SECTION 6-2-201, TENNESSEE CODE ANNOTATED, BY AMENDING CHAPTER 107, ARTICLE 3, SINKHOLES AND THE FARRAGUT SINKHOLE ORDINANCE, TO PROMOTE THE PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE BY REGULATING CERTAIN ACTIVITIES IN AND AROUND SINKHOLES.

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Sec. 107-64. - Purpose.

The purpose of this ordinance is to protect existing and future development from flooding due to sinkhole overflow and backup; to protect underground drainage systems from clogging due to sediment and debris; to protect the structural integrity of buildings, roads, pedestrian facilities, and utilities built near sinkholes; and to work with the State of Tennessee to protect groundwater resources from contamination due to pollutant runoff into sinkholes.

Sec. 107-65. - Appeals.

- (1) Once a sinkhole determination has been made and the sinkhole(s) have been identified on a plat, site plan, or any other construction document, the Board of Zoning Appeals (BZA) shall serve as the appellate body for this ordinance.
- (2) The applicant shall submit a written request for a variance to the Town of Farragut. The application shall include specific reasons justifying the variance and any other information necessary to evaluate the proposed variance request. The applicant shall have the burden of proof for justifying any variance from the provisions of this ordinance.
- (3) Whenever the Town's staff and/or Planning Commission determines that an appeal from any part of this ordinance involves potential drainage concerns or related impacts to water quality, it shall first be submitted to the Town's Stormwater Advisory Committee for review and recommendations to the Board of Zoning Appeals.
- (4) When the Board of Zoning Appeals is considering a request for a variance, they may require additional information such as, but not limited to, site design modifications, to more fully evaluate the request.
- (5) Standards for variances. In granting a variance, the Board shall ascertain that the following criteria are met:
 - a. The granting of any variance is in harmony with the purposes and intent of this ordinance and will not be injurious to the surrounding area, detrimental to the public welfare, or in conflict with the Town's plans or policies for development.
 - b. Variances shall be granted only where special circumstances or conditions exist (such as topography, or siting) fully described in the findings of the Board, that do not apply in the surrounding area.
 - c. For reasons fully set forth in the findings of the board, the aforesaid circumstances or conditions are such that the strict application of the provisions of this ordinance would deprive the applicant of reasonable use of his/her land. Mere loss in value shall not justify a variance.
 - d. Any variance granted under the provisions of this section shall be the minimum adjustment necessary for the reasonable use of the land.
 - e. If a property's size or shape is found to be the grounds for the variance, the property must be a "lot of record" and have totally separate ownership from the adjoining parcels.
- (6) In the exercise of its approval of a variance, the Board may impose any such conditions as it may deem advisable in the furtherance of the general purposes of this ordinance.

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Sec. 107-67. - Developmental requirements.

- (1) *General site controls and restraints.* The developer is responsible for consulting with any unit of government that would have requirements applicable to the development of the subject tract and the area surrounding it. The developer shall become acquainted with the zoning ordinance, subdivision regulations, driveways and other access ways ordinance, stormwater ordinance, tree protection ordinance, this article, and other ordinances, regulations and codes which regulate the development of land in the Town. Further, the developer shall consult with the Town regarding all applicable review policies and procedures precedent to the submission of any site plan, subdivision plat, or land disturbance permit application.
- (2) *Sinkhole and related feature identification.* All identifiable closed contour depressions, sinkhole related features, and springs or cave openings shall be located and shown on site plans, subdivision plats, and other development related plans. The developer shall, at a minimum, utilize available and required topographic survey information, United States Geological Survey (USGS) information, and a field (on the ground) site inspection of the subject property to locate the above noted features.
- (3) *Dispute of sinkhole—Determination.* Where a developer disputes that an area contains a sinkhole(s), a detailed site reconnaissance and evaluation shall be conducted by a State licensed professional geologist or geotechnical engineer having experience and expertise with sinkholes. This professional shall be recognized and approved by the Town. The professional shall perform whatever evaluations deemed necessary to establish whether a sinkhole(s) exists on the site. The findings of the professional shall be presented to the developer, the Town, and the Tennessee Department of Environment and Conservation for final disposition. The burden of proof is on the developer to disprove the existence of sinkholes. Once a sinkhole determination has been made, the sinkhole(s) shall be indicated on all preliminary plats, final plats, site plans, or any other construction document.

Sec. 107-68. - General requirements.

- (1) *Placing substances and objects in sinkholes.* No person shall place or cause to be placed any substances or objects, other than stormwater runoff, in any sinkhole or sinkhole drainage area in such a way so as to allow such substances or objects to be washed into a sinkhole or sinkhole throat during storm events.
- (2) *Filling or obstructing sinkhole drainage outlets and springs.* No person shall fill or obstruct the drainage outlet from a sinkhole or system of sinkholes; or fill over a sinkhole outlet, spring, or cave opening without approval from the State of Tennessee Department of Environment and Conservation Division of Water Supply and Division of Water Pollution and the Town of Farragut.

- (3) *Filling Sinkholes.* Except as provided below, no fill shall be placed and no construction shall occur below a sinkhole's lip elevation. Identified sinkholes should be avoided by design and separated from construction activities, except as provided for in this article (Sinkhole Ordinance).

The limited filling of sinkholes may be permitted by the Town upon a finding that:

- a) The avoidance of a sinkhole is clearly not possible given existing conditions, for example when widening an existing collector or arterial street. The Town's staff may seek additional review and approval from the Planning Commission and the Stormwater Advisory Committee whenever they determine that the circumstances warrant.
- b) A sinkhole is identified during or after approved site construction activities, the Town determines that it was not reasonably identifiable prior to construction using standard practices, and development activities have progressed to the point that redesigning to avoid filling the sinkhole is shown to be impracticable and fully documented by the developer. The Town's staff may seek additional review and approval from the Planning Commission and the Stormwater Advisory Committee whenever they determine that the circumstances warrant.
- c) The Planning Commission has determined that such fill and construction is appropriate to advance a competing and adopted public policy, plan, or ordinance; is related and proportional to the public interests involved; and avoidance of the sinkhole is not reasonable given the specifics of the site and surrounding area. For example, the planning commission may permit the limited filling of a sinkhole area to facilitate the construction of a critical walkway extension to further the Town's adopted connectivity goals.

In all cases where fill or construction is permitted below the sinkhole lip elevation the following shall apply:

- a) Any permitted fill and construction shall be limited to the minimum necessary to carry out the project.
- b) The Town may require a developer to prepare alternative designs that avoid the sinkhole and evaluate their feasibility.
- c) A study and sinkhole management plan shall be prepared by a State licensed geotechnical engineer to ensure the structural stability of the proposed fill and/or construction area. The plan and study shall identify all tests that will be completed to determine subsurface conditions. It shall also include recommended mitigation actions that shall be implemented.
- d) All sinkhole related plans and activities shall be coordinated with the Tennessee Department of Environment and Conservation. All required State or other permits shall be obtained prior to approval by the Town.
- e) All related plans, studies, and permits shall be reviewed by the Town's Engineer and other applicable staff prior to any filling or construction within a sinkhole. The Town may further impose appropriate additional conditions and restrictions intended to mitigate impacts related to any such permitted fill or construction.

- (4) *Stormwater runoff into sinkholes.* All persons draining stormwater runoff into sinkholes shall coordinate with the State of Tennessee Department of Environment and Conservation Division of Water Supply and Division of Water Pollution to ensure appropriate compliance with applicable provisions. Every effort shall be made to prevent changes in the volume and rate of runoff into sinkholes from preconstruction levels to post construction levels. Copies of approved permits and any pertinent site-specific provisions shall be submitted to the Town prior to the issuance of a grading permit.
- (5) *Disturbance in sinkhole drainage areas.* The immediate area around a sinkhole shall be disturbed as little as possible. Adequate sediment and erosion control measures shall be put in place prior to any disturbance. The use of mechanized grading equipment near the sinkhole throat shall be avoided. All use of explosives shall be in compliance with the state fire marshal's office, and shall be avoided whenever possible. The underground system of caves and streams is dynamic and explosions in the vicinity can alter or block underground drainage passage ways.
- (6) *Building construction in sinkhole areas and sinkhole drainage areas.* Sinkhole areas are known to be unstable for construction. Structures placed on soil foundations in sinkhole areas may be subject to both settling and collapse of the sinkhole. Uncontrolled fill placement may present additional settlement hazards. Mitigation of these possible undesirable consequences shall, at a minimum, be addressed as follows:

All buildings shall be set back a minimum of fifty (50) feet from the sinkhole lip elevation unless at the time of sinkhole identification and determination during the platting or site planning process the Farragut Municipal Planning Commission finds:

- (a) That the applicant provides sufficient and proper evidence for the Farragut Municipal Planning Commission to determine that there is no danger other than that which would normally be encountered in the construction of a similar building in other areas;
- (b) That the drainage function of the sinkhole will not be compromised by the construction within said fifty (50) foot line;
- (c) That there will be no hazard to groundwater; and
- (d) That the applicant has obtained all necessary permits necessary from the Tennessee Department of Environment and Conservation.

As part of the evaluation involving (a) thru (d) above, the Planning Commission may require the submittal of all necessary engineering and scientific studies to document any findings or determinations made under this subsection. Including but not limited to geotechnical analysis, structural engineering reports, and drainage or flood studies.

A structural engineer must approve all building foundations constructed within sinkhole areas; except where the Planning Commission has reduced the required building setback in accordance with this subsection (subsection 6).

The sinkhole elevation, the sinkhole lip elevation, and the minimum building setback from the sinkhole lip elevation shall be indicated on all preliminary plats, final plats and site plans.

The finished floor elevation (FFE) of any habitable structure located within a sinkhole drainage area or a sinkhole area, as defined by this ordinance, shall be at least one (1) foot above the sinkhole floodplain (lip) elevation; except within any portion of a sinkhole area that does not

also fall within the drainage area (i.e. where a building site is located downslope and below the sinkhole). In such areas, the FFE shall be at least one (1) foot above the highest adjacent grade. Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall also be located in accordance with this elevation standard. The sinkhole floodplain elevation and corresponding FFE (minimum floor elevation MFE) shall be indicated on all preliminary plats, final plats, and site plans; along with a corresponding explanatory note. Verification of this elevation must be submitted to the Town.

- (7) *Easements*. When appropriate, sinkholes shall be designated as drainage easements on all preliminary and final plats. All sinkholes, whether designated as a drainage easement or not, shall be identified on preliminary and final plats. If feasible, sinkholes shall be placed on community open space land.

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 _____, 2017,
with approval recommended.

Rita Holladay, Chairman

Edwin K. Whiting, Secretary

FARRAGUT MUNICIPAL PLANNING COMMISSION

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Allison Myers, Town Recorder**SUBJECT:** Hot to Trot 5K/10K and Fun Run**INTRODUCTION:**

This item involves a request for approval of a special event application related to the Hot to Trot 5K/10K and Fun Run to be held along portions of Parkside Drive on Thanksgiving morning, November 23, 2017.

DISCUSSION:

This will be the eighth year for the Hot to Trot running events that are sponsored by Fleet Feet Knoxville Running Club. Proceeds from the events will help raise money for A Hand Up for Women. As shown in the race information packet, the events will start and end near the Fleet Feet store in the Parkside Station shopping center west of Lakesedge Drive. Each event will feature a loop (2 loops for the 10K) 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 10:00 a.m.

As in previous years, the organizers of the event have been working with the affected entities to make them aware of this ahead of time. Major retailers (Wal-Mart and Target), Regal Cinema, nearby hotels, and Tennova Healthcare have already given their approval. Event organizers have been careful to minimize any impact to vehicular traffic and access.

The Parkside Station shopping center will be used for all staging facilities, including portable restrooms. Most of the parking will be provided on adjoining properties, including JCPenney and, if necessary, the primary school property on the west side of N. Campbell Station Road. The event is anticipated to have as many as 3,000 participants. Traffic control from parking areas and along the route itself will be addressed with Knox County and City of Knoxville police staff. The City of Knoxville will provide roughly 300-350 cones to mark off the course and barricade the staging area. EMS personnel from Rural Metro will also be on hand. Fleet Feet 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 Hot to Trot 5K/10K and Fun Run road closures on Parkside Drive on November 23, 2017 from 6:00 to 10:00 AM.

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

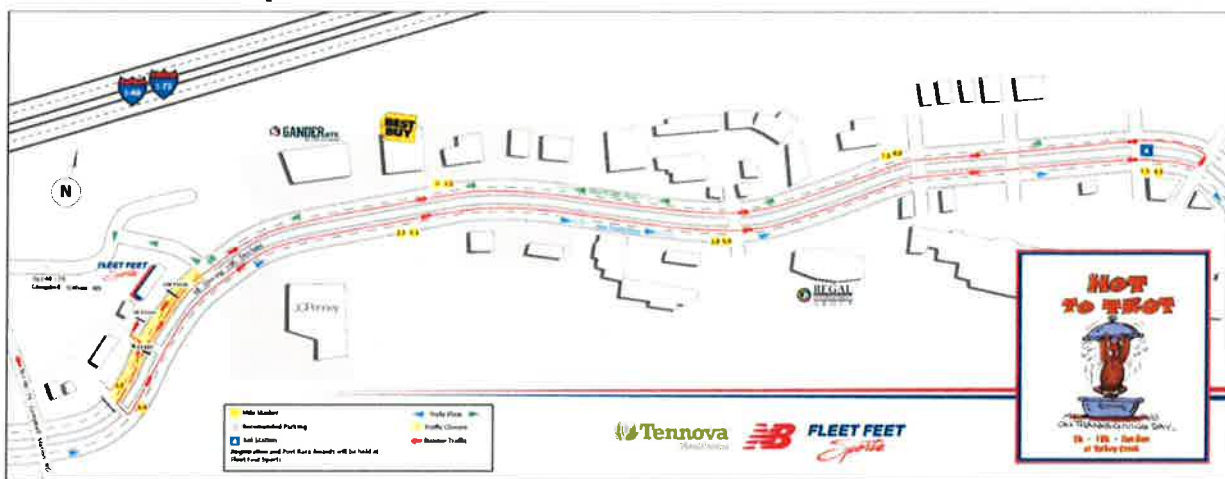
<u>VOTE/TOTAL</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>WILLIAMS</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____

Hot to Trot 2017

5K - 10K - Fun Run
Race Information

Thanksgiving Day, 11/23/2017

Course Description



5K course

The course starts on the Westbound side of Parkside Drive in front of Parkside Station shopping area (in front of the Fleet Feet Sports store, 11619 Parkside Dr.). The course travels East until the light at Snow Goose Dr. The course goes around the island and returns West on Parkside Dr. The course turns, finishing in the Parkside Station shopping area. (See photo right).

The 5k race will be certified and timed.



10K course

The course is the same as the 5k course but covered twice and with a different finish. Once the 10K runners complete the first 5k, they are kept to the right as they continue through the area for a 2nd loop. The rest of the course is the same except the entire 2nd half of the 10K is run on the inside lanes. It finishes on the outside lane Westbound side of Parkside in front of the Fleet Feet Sports store.

The 10k race will be certified and timed.

Fun Run course

The fun run course will start at the same location as 5K & 10K. Although both lanes will be used at the start of the fun run, the runners/walkers are quickly directed to the inside lane traveling Eastbound by the time they cross the light at Campbell Lakes Dr. The course turns around the island before Turkey Cove Lane and returns back. The course turns around the island again and finishes in front of the Parkside Station shopping area. The course is around 1 mile, and will not be certified or timed.

Safety and Accessibility Plan

Course Monitoring Plan

We will use a combination of law enforcement officers, volunteers, and road closure signage to control and monitor the traffic flow. We will work closely with the Sheriff /KPD to have the right permits and number of officers on the course as dictated by their evaluation of our race course. Additionally, we are planning on having volunteers at every major parking lots entrances the have alternate entrance points. Finally, for low risk areas, we plan on having road closure signage (cone + signs). Additional volunteers may be required upon the law enforcement's evaluation of our plan.

Road Closure

- | | |
|--------------|---|
| 6:30 - 10:00 | The westbound lanes of Parkside Dr, between Campbell Lakes Dr & rd next to First Tennessee will be closed and will serve as start/finish area for all races (5K, 10K, and fun run). |
| 7:30 – 7:15 | Both Westbound lanes of Parkside Dr from Campbell Lakes Dr to Turkey Cove Lane will be closed during the first 15 minutes of the race. The course closures changes to one lane after the last runner. |
| 7:30 – 9:00 | The inside lanes of both eastbound and westbound Parkside Dr from rd next to First Tennessee and Snow Goose Dr. will be closed. |
| 9:30 | All cones and signage are removed. Inside lanes of Parkside Dr will reopen West of Turkey Cove Lane. |
| 10:00 | Start/Finish area is broken down. Remaining parts of Parkside Dr reopens. |

We plan to work with the following entities to ensure safety on the course:

- Knoxville Police Department – Although most of our course is in the town of Farragut, our course enters Knoxville City limit once it crosses the light at Pinnacle (at around 1M). It continues approximately ½ mile and then returns back into the Town of Farragut.
- Town of Farragut – as most of with most of the course is in the Town of Farragut, we will work closely with the town to ensure access to local residence and businesses.
- Knox County Sheriff Department – We are anticipating close working relation with the Knox County Sheriff Department to ensure runner safety and providing access to the local establishments.
- Knox County – we will use approximately 200-250 cones to mark of the Knox County side of the course
- City of Knoxville – we will use approximately 300-350 cones to mark off the City of Knoxville side of the course. In addition we will use additional barricades and signage for the staging area.

Access Plan

Given that the course is primarily in a shopping area, the day before the Black Friday, we anticipate a light traffic load. However, the course presents special access needs as it passes Regal Movie Theaters, Wal-Mart, and several hotel accommodations on Turkey Dr. The following access plan has been devised to provide access to the local establishments:

1. Tennova Hospital – From the East, direct entrance from first light after Lovell Rd.
2. Businesses on the Southern side of Parkside Dr East of Turkey Cove Lane (e.g. Regal Movie Theaters, Wal-Mart) – From the East, access is available via the southern parking lots or from the West, access is available via the outside Eastbound lane of Parkside Dr.

3. Businesses on the Northern side of Parkside Dr West of Turkey Cove Lane (e.g. Best Buy, Gander Mtn, Panera, Pinnacle Station) – From the West, access is available from Campbell Lakes Dr to the northern parking lots. Once the roads have been reopened, access is also available via the outside Westbound lane of Parkside Dr.
4. Businesses on the Northern side of Parkside Dr East of Turkey Cove Lane (e.g. Mimi's, all of the Hotels, Earth Fare) – From the East, access is available thru the traffic light at Turkey Dr.
5. JC Penny – open for select hours in the afternoon. Access is available only from the outside eastbound lane of Parkside Dr. JC Penny parking area will be open for race parking and no exit is available. Once eastbound lane is reopened, traffic can exit and travel towards Lovell Rd.
6. Car Maxx – during road closure, there will be no access. Business closed during those hours.
7. Medical complex Southbound – during road closure, there will be no access. Business closed during those hours.
8. The Cove neighborhood. Access will be available similar to businesses on the Southern side (see item #2).

Race Staging & Parking area

We are planning to use the front & back parking lots for the Parkside Station as the staging area for the race. We are planning to use the JC parking lot for most of our parking needs, with additional parking available across Campbell station and the nearby Farragut Primary school. Additional parking will be available in Southern and Northern parking lots accessible from both East and West.

Turkey Creek Retailers

We are planning to work closely with the following entities to ensure that our event is approved and supported by all involved entities:

- Turkey Creek Land Partners – Patrick Ham or Jim Nixon
- Holrob - manages Parkside Station Shopping Area
- Skip Murray - manages the adjoining shopping area West of Parkside Station.
- Additionally, we will try to contact other retailers and managing landlords along our course to solicit support and/or participation.

Town of Farragut Addendum

In partnering with the Town of Farragut, we are hopeful that events like our Hot to Trot create a good sense of "community", bring people out of their homes, and instill pride in our Town and its businesses.

Contact:

Gary Palmer
Assistant Town Administrator
Town of Farragut
11408 Municipal Center Drive
Farragut, TN 37934
865.966.7057 (office)
865.388.5246 (mobile)

We will have an application on file for holding this event. In addition to the material provided in this document, there are few additional details that apply to the Town, making the process even more streamlined:

1. Certificate of Insurance

- a. Will have the following language inserted (similar to what you have in the sample for the City of Knoxville): "The Town of Farragut, its agents and employees, are additionally insured under this policy"
- b. The Town will be a certificate holder
- c. The Certificate of Insurance will be forwarded to the Town as soon as it is received.

2. Public Notice - We will ensure adequate public notice is given about this event and its impact on the local area.

- a. This event is the start to the Buy In Farragut campaign to promote more businesses in the Turkey Creek shopping area.
- b. A press release will be published in collaboration with town's Media Relations Coordinator (Chelsey Riemann) to ensure proper representation of the Town and this event.
- c. A short public notice will be forwarded to MRC for possible posting on town's public forums (facebook/twitter)
- d. The public press release will be forwarded to the local newspapers such as Farragut Press; There may be more publicity if they decide to do an interview with the event and provide greater coverage in the public eye.
- e. Farragut.

3. Corporate Filings

- a. Fleet Feet Knoxville Running Club (Tax Id 26-1907253) a non-profit running club associated with Fleet Feet Sports is the filing entity for this event.
- b. The registered agent listed on those corporate filings of the primary sponsor/organizer corporation, Shahin or Cheryl Hadian, are on the board of the event and will be the signatory authority for this application.

4. Food Preparation

We will only have food as part of the event that will be given to the race participants.

- a. The food indicated on the application is only food provided as part of the event and will be for the use of the race participants or volunteers. At this time there is no plan for preparation or distribution of any other food to be sold or given to the public.
- b. We understand that if in future we decide to provide food to the public, we may need additional approvals from the Knox County Health Dept at <http://www.knoxcounty.org/health/index.php>.

5. Emergency Services

- a. The following are the point of contacts for KPD, KCSO, and Rural Metro in case the Town needs to directly collaborate with them:

- i. KCSO – Randy Errington (randy.errington@knoxsheriff.org)
 - ii. KPD – Sgt Brian Evans (bevans@cityofknoxville.org)
 - iii. Rural Metro – Kim Sepesi (kim_sepesi@rmetro.com)
 - b. We will review the layout and emergency staging with Fire Marshal for final approval; this information is part of the race information that will be communicated to all agencies.
- 6. Fire Marshal Review/Approval**
- a. Tent Inspection: No tent permits has been required for our 2 10x10 pop-up tents without any side panels. These are used for protection against inclement weather.
 - b. As the race is held entirely in the parking lot of the Parkside Station, there have been no issues raised to date by Fire Marshal Dan Johnson.
 - c. If anything changes, we will directly forward to the FM to make sure there are no pending issues.

From: noreply@civicplus.com
Sent: Wednesday, September 06, 2017 4:15 PM
To: Karen Richards; Mark Shipley; Bart Hose; Kelly Barnes; Allison Myers
Subject: Online Form Submittal: Town of Farragut Event Application

Follow Up Flag: Follow up
Flag Status: Completed

Town of Farragut Event Application

General Information

Please review all sections of this application. If you have any questions during the application process, contact the Farragut Town Hall at 865-675-2384 or you can email events@townoffarragut.org

Event applications will be reviewed by the Town of Farragut's Event Committee

** Event Meetings are held on the first Monday of each month at 2:00 p.m. in the Farragut Town Hall Board Room. Attendance is required for most events.*

** There is a non-refundable permit fee of \$25.00. For the Convenience of this online transaction, there will be a fee of \$1.05 for a total transaction fee of \$26.05. Other fees may apply for additional required permits.*

** Events requiring use of public infrastructure (greenways, roads, closures, etc.) and/or are requesting a beer, liquor or wine permit must file at least 180 days prior to the event but not more than 365 days prior to the event. Events held on public property and are not requesting a beer, liquor or wine permit must file at least 60 days in advance and prior to the event committee meeting the month preceding the event. Applicants requesting only sidewalk sales or tent sales are required to file at least 10 days prior to their event in order to obtain all necessary permits and have questions answered by staff.*

** Events that involve mobile vending shall meet fire suppression standards outlined by the Town of Farragut. Contact the Farragut Fire Marshal for more information.*

** Prior to advertising and accepting registration entries for the event, all applicable Town approvals shall be obtained.*

Organization Information

Type of Organization: Non-Profit

If Other Please Specify: *Field not completed.*

Name of Organization: Fleet Feet Knoxville Running Club

Organization Address: 11619 Parkside Dr

City:	Knoxville
State:	TN
Zip Code:	37934
Primary Contact Person:	Shahin Hadian
Email:	marketing@fleetfeetknoxville.com
Address:	11619 Parkside Dr
City:	Knoxville
State:	TN
Zip Code:	37934
Work Phone Number:	865-675-3338
Cell Phone Number:	865-850-5022
Is your organization / business authorized to do business in Tennessee?	Yes
Tax ID (if applicable):	26-1907253
Farragut Business License Number:	<i>Field not completed.</i>
Event Information	
Event Name:	Hot to Trot 5k/10k & Fun Run
Event Address	11619 Parkside Dr
Owner of Event Property:	Hatcher Hill Properties, care of Mary Katherine
Phone Number:	865-332-7822
Event Date(s):	11/23/2017
Time of Event (Start to Finish):	6:30 am - 10 am
Set-Up Date and Time:	11/23/2017 6:30 AM
Tear-Down Date and Time:	11/23/2017 10:00 AM
Type of Event (check all that apply):	Race - Includes Closure or Delay of Public Streets and/or Greenways (See Notes Below)

If Other was checked above, *Field not completed.*
please specify:

Please Note:

A Community Event is a Town sponsored or co-sponsored event that benefits and/or promotes the community.

A Special Event is an event held on public or private property that is NOT sponsored by the Town. Such an event is distinguished from a temporary sign permit by the inclusion of event-related amenities such as tent(s), vendor(s), display(s), pavilion(s), any outdoor activity, etc. Applicants shall be limited to a maximum of four events annually, this includes Temporary Sign Permits.

**During Race Events there shall be no markings placed on any street, sidewalk, greenway or pedestrian facility. Race events shall submit the finalized route and directional signage plan(s) with this application (attach below). Applicant shall pay a deposit of \$500.00 for race events that utilize public infrastructure, which is refundable if not damage occurs to the public infrastructure (deposit shall be paid at the Farragut Town Hall)*

** If only a temporary permit is needed, please complete the Temporary Sign Permit application found on the Town of Farragut website. This application is not valid for temporary sign permits not accompanying an event.*

** If requesting park use at Founders Park at Campbell Station, please complete the Special Event Application - Founder Park at Campbell Station on the Town of Farragut website.*

Description of Event:	A road race (5K and 10K) and fun run (1 mile) along Parkside drive (1 loop is 5K) in Turkey Creek on Thanksgiving Day. Participants pay an entry fee for entering the race.
Purpose of Event:	Road running race with a portion of the proceeds being donated to A Hand Up for Women
First Time Event:	No
If no, then please describe past events:	We have hosted this race every Thanksgiving since 2009
What is the estimated attendance for the event:	3,000
Will your organization charge admission?	Yes
Will your organization accept donations?	Yes
Will the event be open to the public?	No

Outline plans for trash removal including the date and hour it will be removed from the event site:	The day of the event (11/23), Fleet Feet Sports volunteers will ensure that all trash from the course (cups, etc.) is removed promptly by the course closure at 10 am on race day. The volunteers will then ensure that the staging area in Parkside Station parking lot is cleaned of all trash by 12 pm.
Will your organization have a marketing / publishing plan?	Yes
If yes, briefly describe:	We are marketing via online (website/social media, email) methods and word of mouth. We have posted race information on our website, facebook page, newsletter and on the registration site, active.com. We also market the race in-store, via word of mouth and will be sending out a press release.

Event and Permit Checklists

Event Checklist

Please select any of the following that apply to your event:	Amplification - Sound/Speaker System, Emergency Services/First Aid, Portable Restrooms, Traffic Control, Volunteers
Please provide details for all above selections. For example: list hours of use, type of system/games/rides/service, how animals will be secured, type/quantity of animals and inflatables, describe type of emergency service and outline your emergency services plan, describe cleanup plan, list staff/volunteer qualifications if applicable, etc. Please attach any applicable site plans or documents below.	We will have DJs (the Party Boys company) do announcements over a sound system and play some music by the finish line. Emergency Services will be provided by Knoxville Fire Department or Rural Metro, depending on who is available. We have worked with both in the past. 20 portable restrooms will be located in the northeast corner of the Parkside Station shopping area parking lot. We will have some small pop-up tents in the parking lot for shelter. Traffic Control - 1. Town of Farragut – we will work closely with the town to ensure access to local residence and businesses. 2. Knox County Sheriff and KPD Departments – We are working closely with both departments (Randy Errington KCSO/Sgt Evans KPD) to ensure runner safety and providing access to the local establishments, as the course runs thru both the town and the city. 3. City of Knoxville: use of approximately 300-350 cones to mark off the course and barricades and signage for the staging area.
File Upload	<i>Field not completed.</i>
File Upload	<i>Field not completed.</i>
File Upload	<i>Field not completed.</i>

Permit Checklist

Please select any of the Public Road / Greenway Closure (Parade/Race/Etc.) following that apply to your event?

Please Note:

** For Alcohol / Wine complete the State of TN Special Occasion Alcohol / Wine License Application (attach below or drop off at the Farragut Town Hall)*

** For Beer complete the Town of Farragut Beer Permit or provide a copy of current Town of Farragut Beer Permit*

** For Public Road / Greenway Closure attach parade plan or race plan*

** For Tents or Air Inflated Structures you will need to obtain a Town of Farragut Tent Permit. Call 865-966-7057 and ask for permitting*

Permit(s) / License(s) / Plan(s) *Field not completed.*

Permit(s) / License(s) / Plan(s) *Field not completed.*

Permit(s) / License(s) / Plan(s) *Field not completed.*

Specific Parameters Related to Special Event

Signage Requirements

Parameters Applicable to Signage for Commercial / Office / Schools / Non-Profit / Church / Other Place of Worship

Sign

a) Only one sign is permitted and it shall not exceed six feet in overall height and 16 square feet in overall size. A white background is required

b) The only material permitted for a special even sign is a minimum 10 millimeter thick corrugated plastic. No banners, streamers, balloons, flags on a rope, and/or other types of wind activated signs and/or portable or sandwich board signs are permitted

c) If a sign is ground mounted, the sign shall be firmly affixed to studded T-posts so that it is not wind activated. Such sign shall be set back, in its entirety, at least 20 feet from the street edge of the nearest public street pavement and 10 feet from all entrance driveways. Please coordinate location with Town staff. Sign posts shall be removed completely at the end of the special event

d) A drawing of the sign which shows dimensions, letter sizes, and appearance is required

Upload version or versions of the sign

Please upload the required version of the sign below for the Town's staff review and approval as part of the application approval process.

Draft visual of the sign *Field not completed.*

Other draft visual *Field not completed.*

Other draft visual *Field not completed.*

Site

If the event involves anything exterior to the applicant's space (no sales from trucks are permitted), please include a site plan which demonstrates that vehicular and pedestrian circulation will not be affected by the proposed event. No event is permitted on vacant or vacated property. On-site entities must sponsor any off-site not-for-profit or non-profit event. If a tent is involved, please include dimensions and proposed location. A separate tent permit may be required from the Fire Marshal.

By submitting this form, you are acknowledging that all information included with this application is accurate and that you have read, understand, and will follow all parameters/conditions listed on this application.

Parameters Related to Grand Opening

** Business must have Certificate of Occupancy or approved Re-Occupancy per Code / Fire Inspector*

** Applicant shall pay a deposit to use Town's "Grand Opening" sign (refundable if no damage)*

** Approximately 15% of the "Grand Opening" sign can be used to personalize with user's information (must stay within perimeter of sign)*

** If a sign is ground mounted, the sign shall be firmly affixed to studded T-posts (Town provides) so that it is not wind activated. Such sign shall be set back, in its entirety, at least 20 feet from the street edge of the nearest public street pavement and 10 feet from all entrance driveways. The maximum sign height shall be six (6) feet. Please coordinate location with Town staff*

** One "Grand Opening" sign per street on which the lot, parcel or tract fronts. When more than one "Grand Opening" sign is allowed, they shall be a minimum of 150 feet apart*

** The business is also allowed to use a 20 sq. ft. "Special Event" sign along with the "Grand Opening" sign that could be used for future "Special Events". The "Special Event" sign shall comply with all "Special Event" sign requirements*

** Twenty (20) day maximum for posting sign (deposit and one Special Event will be forfeited for exceeding time frame). The T-posts and "Grand Opening" sign shall be returned to the Town Hall*

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 beverages booths, and all sponsor and 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 include 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 Marshal 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 Administration Office at 865-966-7057, not less than sixty (60) days prior to the proposed event.

* If applicable, a clean up/damage deposit in the form of check or money order in the amount determined by the Town must be submitted upon approval of this application. This deposit will be returned upon inspection of the event site at the conclusion of your event.

Sketch Plan of Event	2017 Hot To Trot Race Info.pdf
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Additional Sketch Plan of Event	Field not completed.
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Additional Sketch Plan of Event	Field not completed.
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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 a 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.

By submitting this application, I acknowledge that all information with this application is accurate and that I have read and understand, and will follow all parameters / conditions listed on this application.

Email not displaying correctly? [View it in your browser.](#)

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Discussion and public hearing on a request for a variance from the distance from intersections and distance between driveways requirements in the Driveways and Other Accessways Ordinance in association with a requested right in right out access onto Concord Road for the property referenced as Parcel 37.03, Tax Map 153, 4.68 Acres, Zoned NC (Knox County) (John and Sarah Mailen, Applicant)

INTRODUCTION AND BACKGROUND: As background to this agenda item, the entire Concord Road right of way is within the Town of Farragut though some parcels that front along the east side of Concord Road are not within the Town limits. For these parcels, the Town would not have direct involvement with how they are developed with the exception of approving access onto Concord Road.

DISCUSSION: In the next few months TDOT will be initiating work on significant improvements to Concord Road from Turkey Creek Road to Northshore Drive. As part of this project access points will be considered. The applicant is requesting approval at this time for a right in/right out access onto Concord Road for their property so that this can be coordinated with TDOT ahead of time. The site plan that is shown with the applicant's requested access is very preliminary (though the requested access point is where the desired access would be situated) and has not been presented to Knox County. The applicant is solely requesting an access approval with the understanding that the development of the site may change from what is included in your packets. Since Concord Road is classified as an arterial street on the Town of Farragut's Major Road Plan, the minimum distance from intersections and the minimum distance between driveways is 400 feet as provided for in the Driveways and Other Accessways Ordinance. The right in/right out access requested by the applicant is roughly 380 feet from the existing access at Second Drive and 310 feet to the nearest access to the north. Consequently, the applicant is requesting a variance from the distance from intersections and distance between driveways requirements in the Driveways and Other Accessways Ordinance.

RECOMMENDATION: Though the applicant's engineer has listed some justifications for the requested access that are included in your packet, the staff would note that the property can be accessed from Second Drive and a future connection to the property to the north and thus nullify the need for the requested variances. Consideration should be given as to whether adding the requested access point would create an additional conflict area between pedestrians and vehicles. The east side of Concord Road will have a sidewalk and the staff would encourage the fewest conflict points possible. Approval of this access may also lead to other access requests along this corridor.

Along with the applicant's justification for the requested access, also included are the comments from the Town Engineer. One comment of particular note is that any action taken on this request should be clear that it would only be for a right in/right out since the Concord Road improvement project includes a raised median through this section. There shall be no median cut approved at any time in the future. The median must remain as shown in the road improvement design.

At the September 21, 2017 Planning Commission meeting, the Commission unanimously recommended to approve the requested variances that would provide for a right in and right out only curb cut 380 feet from the

existing access at Second Drive and 310 feet to the nearest access to the north. The variance was based on the arguments presented by the applicant's engineer and were conditioned on there never being a median cut in the median within Concord Road that is included in the approved cross section that is part of the TDOT road improvement project.

PROPOSED MOTION: To approve the requested variances in accordance with the Planning Commission's recommendations.

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

August 21, 2017

Dear Farragut Planning Commission,

We are requesting access on Concord Road for a driveway for our 4.8 acre tract located at 1025 Concord Road. Please see the attached map (Attachment A) showing the proposed driveway and a conceptual plan for future development on the property.

We respectfully ask that you add this item to the next Farragut Planning Commission meeting agenda in September to review our requested driveway access. Then we ask that our driveway request be put on the next Board of Alderman meeting for a vote.

Sincerely,

A handwritten signature in cursive script that reads "John Mailen Sarah Mailen". The signature is written in dark ink and is positioned above the printed names.

John and Sarah Mailen

RECEIVED

AUG 21 2017

TOWN OF FARRAGUT

Mark Shipley

From: Robert Campbell <rcampbell@rgc-a.com>
Sent: Wednesday, September 13, 2017 11:09 AM
To: Mark Shipley
Cc: Garrett Tucker
Subject: Concord Road - access request
Attachments: 17055_Design_Sheet-2-turn arrow p2.pdf; 17055_Design_Sheet-2-turn arrow.pdf

Mark,

My sincerest apologies. I thought I told someone to send to you but evidently I forgot to do that. Here are the revised sheets with turn arrows and the note regarding the median opening.

Our intent is to get a curb cut for the property (which has 740 feet of frontage) during the construction project by TDOT. The proposed cut will be for right in and out only. Our justifications are as follows:

- 1) The access from Second Drive may be problematic due to the sinkhole located adjacent to it. If this is the case, then Concord Road is the only place for access to the property.
- 2) Proposed design of Second drive shows no dedicated right turn lane which depending on future development traffic could cause cars to queue – especially as it seems this is a non-signalized intersection.
- 3) Pedestrians can be impacted negatively by longer wait times as drivers become impatient and don't anticipate pedestrians or cyclists.
- 4) Right in and out at the proposed entrance point removes cars from the Second Drive intersection that will turn right.
- 5) The development is preliminary in nature – if and when the property is developed the Town has the opportunity to require a traffic study showing auxiliary lanes or other improvements to the proposed curb cut

Please don't hesitate to call if you have any questions or need clarification.

Robert G. Campbell, PE

7523 Taggart Lane
Knoxville, TN 37938
865-947-5996 – office

2540 Sand Pike Blvd, Suite 3
Pigeon Forge, TN 37863
865-366-2516 - office

Mark Shipley

From: Darryl Smith
Sent: Thursday, August 31, 2017 11:41 AM
To: Mark Shipley
Cc: Bart Hose; Zachary Bonham; David Sparks; Gary Palmer
Subject: Comments - Mailen Entrance on Concord Road - 8/31/17

Note to FMPC: This is a request for an entrance onto Concord Road from an as-yet undeveloped property on the east side of Concord Road (within Knox County's jurisdiction). While the Town does not typically approve access locations without approval of a site plan, the owners are making this request in order to have the entrance constructed as part of the upcoming Concord Road Improvements project, which is scheduled for letting in the fall. Approval of variance for this entrance may be premature, as no finalized site plan has been presented, either to Knox County or the Town. Please note that while the Concord Road project is slated for a fall letting, final ties to adjacent properties would likely occur during the late stages of project completion, likely after fall 2018. This allows ample time for applicants to submit site plan and access request to Knox County and the Town.

Entrance should include a deceleration lane/taper.

Entrance is presented as a "lowered curb" type entrance, but should likely be constructed as a "street type" entrance, meaning that the curb should simply turn the radius into the drive (not lowered at the edge of Concord Road).

By virtue of the raised median to be constructed on Concord Road, the entrance is a "right-in/right-out." However, approval of a variance to allow the entrance should be predicated on the understanding that no median cut should ever be requested or approved in front of this property. This should be noted in any motion for approval.

As entrance does not allow for vehicles to turn left out of the property, the entrance should be narrowed.

NOTES:

- 1) PRELIMINARY SHOPPING CENTER LAYOUT SUBJECT TO ADDITIONAL APPROVALS AND PERMITS FROM KNOX MPC, KNOX COUNTY STORMWATER TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION, ETC.
- 2) TOPOGRAPHY AND PROPERTY INFORMATION BASED ON SURVEY BY TENNESSEE DEPARTMENT OF TRANSPORTATION.
- 3) PROPOSED STATE ROUTE 332 CONFIGURATION BASED ON DESIGN BY TENNESSEE DEPARTMENT OF TRANSPORTATION. (SHEET 7).
- 4) THIS PLAN DOES NOT ANTICIPATE A MEDIAN OPENING AND IS FOR RIGHT IN AND RIGHT OUT ONLY.
- 5) TPO PROJECT NUMBER: STP-M-332(9)

CURVE S.R. 332
PI 131+84.71
N 562.033.0783
E 2,519.238.8897
Δ 15° 14' 27" (RT)
D 3° 00' 00"
P 1,909.86
L 508.03
T 255.52
SE 0.027 FT/FT
DESIGN SPEED 40 MPH
TRANS. LENGTH 170

CURVE SECOND DR.
PI 49+18.24
N 562.069.9318
E 2,519.294.6024
Δ 9° 56' 56" (RT)
D 12° 00' 00"
R 477.46
L 82.91
T 41.56
SE 0.027 FT/FT
DESIGN SPEED 20 MPH
TRANS. LENGTH 80
PC 48+76.68
PT 49+59.59

OWNER:
SARAH MAILEN
12807 NIGHT HERON DRIVE
KNOXVILLE, TN 37922
PHONE: (865) 385-9046
red_trav@yahoo.com

ENGINEER:
ROBERT G. CAMPBELL
AND ASSOCIATES
7523 TAGGART LANE
KNOXVILLE, TN 37938
PHONE: (865) 947-5996
FAX: (865) 947-7556

LEGEND

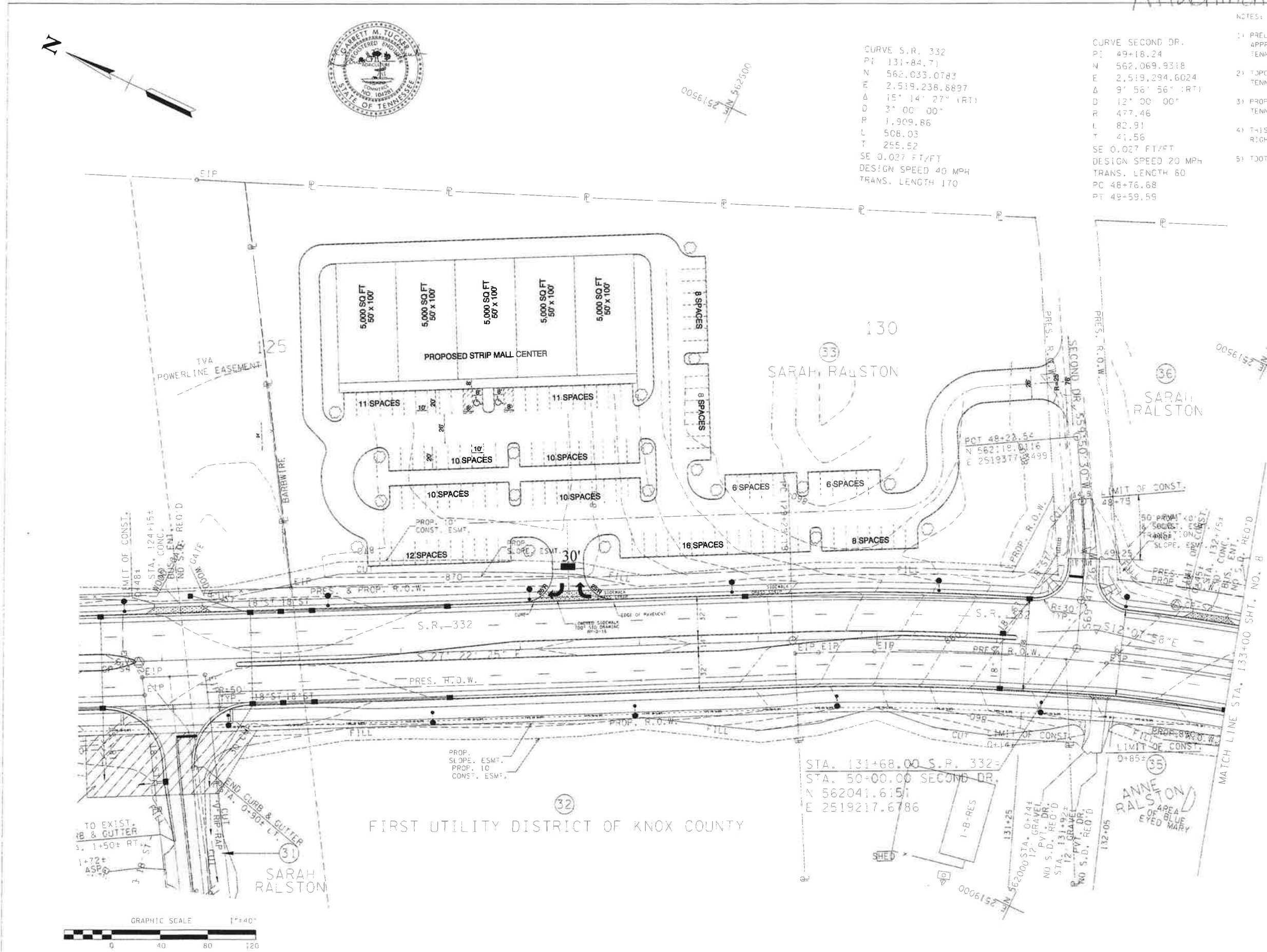
- IRON PIN FOUND
- PIPE FOUND
- WATER METER
- MANHOLE
- WATER VALVE
- ⊗ FIRE HYDRANT
- ⊕ POWER/TELEPHONE/CABLE
- LIGHT POLE

CLT MAP: 153
PART OF PARCEL: 37.03

DEED REFERENCE: 20030328-0086634

SITE AREA: 4.68 ACRES
PROPERTY ZONING: NC

DESIGNED BY GNT	CHECKED BY RGC	SCALE 1" = 40'	SHEET NO. 1
DRAWN BY GNT	DATE 08-18-17	FILE NO. 17055	OF 1 SHEETS



NO.	DATE	DESCRIPTION	BY	CRD.
REVISIONS				



ROBERT G. CAMPBELL & ASSOC., L.P.
CONSULTING ENGINEERS
KNOXVILLE, TENNESSEE

PROPOSED DRIVEWAY ENTRANCE
1025 CONCORD ROAD, KNOXVILLE, TN

PLAN VIEW LAYOUT

