



FARRAGUT BOARD OF MAYOR AND ALDERMEN AGENDA

January 10, 2019

**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. December 13, 2018
- VI. Business Items**
 - A. Approval of Resolution R-2019-01, appointment of the Farragut Municipal Judge
 - B. Approval of Resolution R-2019-02, a Resolution by the Board of Mayor and Aldermen of the Town of Farragut to dissolve the Personnel Committee & Economic Development Advisory Committee
- VII. Ordinances**
 - A. First Reading
 - 1. Ordinance 19-01, an ordinance to amend the text of the Farragut Zoning Ordinance, Ordinance 86-16, as amended, pursuant to authority granted by Section 13-4-201, Tennessee Code Annotated, by amending Chapter 4., General Provisions and Exemptions, Section XX., Parking and Loading, Subsection A Part 3., Number of Parking Spaces Required, to provide for new bicycle parking standards

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057
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 contact the ADA Coordinator at jcurry@townoffarragut.org or 865-966-7057 in advance of the meeting.

2. Ordinance 19-02, an ordinance to delete in its entirety Sub-Part A, General Ordinances, Chapter 2, Administration, Article 5, Boards, Committees, And Commissions, Division 2, Personnel Committee of the Farragut Municipal Code:

VIII. Town Administrator's Report

IX. Town Attorney's Report

Board of Mayor and Aldermen Meeting Public Comment Protocol

The Board of Mayor and Aldermen welcomes and invites citizens to participate in public meetings.

At the beginning of each meeting, there will be time reserved for public comment under the Citizen Forum agenda item. If you are interested in speaking, please fill out a blue comment card and turn it in to the Town Clerk or staff member. This time is set aside specifically for comments on items that are not on the Board of Mayor and Aldermen regular agenda for the meeting. Each speaker will be given five (5) minutes to speak on his/her topic.

During the regular agenda portion of the meeting there may be an allowance for public comment for each agenda item. The Mayor may recognize individuals for public comment based on the following guidelines:

1. The Mayor shall maintain and control the meeting to provide a professional and objective environment conducive to presentation and discussion of the agenda items;
2. Anyone interested in speaking should fill out a blue comment card stating which agenda item they would like to comment on and turn in to the Town Clerk or a staff member;
3. Speakers shall come to the podium and identify themselves by name and address;
4. Public comment shall be limited to five (5) minutes per individual, time may be extended at the discretion of the Mayor; time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose particular issues or measures, but the motives of those with differing views shall not be questioned or attacked;
8. Personal attacks and malicious comments shall not be tolerated;
9. An applicant, and/or their representative(s), for an item on the regular agenda shall be afforded the time necessary to present their request and respond to questions. The five (5) minute limitation shall not apply. However, the Mayor may ask an applicant to stay on point in order to facilitate the efficiency of the meeting.



FARRAGUT BEER BOARD

January 10, 2019

6:55 PM

I. Approval of Minutes

A. September 13, 2018

II. Beer Permit Request

A. Approval of Class 3, On-Premise, Hotel/Motel Permit for Hampton Inn & Suites Farragut, 11340 Campbell Lakes Drive

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057

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 BEER BOARD

September 13, 2018

Alderman Pinchok, Chairman, called the beer board meeting to order at 6:50 PM. Members present were Mayor Williams, Aldermen Meyer, Pinchok and Povlin.

Election of Officer

Chairman

Alderman Povlin nominated Alderman Pinchok as Chairman, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

Vice-Chairman

Mayor Williams nominated Alderman Povlin as Vice-Chairman, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

Secretary

Mayor Williams nominated Alderman Meyer as Secretary, seconded by Alderman Povlin; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of June 14, 2018 as presented. Moved by Alderman Povlin, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

Beer Permit Request

Approval of Class 6, Special Occasion Permit for Farragut/West Knox Chamber of Commerce, Crafts & Ale Event, West End Shopping Center

Motion was made to approve a Class 6, Special Occasion Permit for Farragut/West Knox Chamber of Commerce, Crafts & Ale Event, West End Shopping Center. Moved by Alderman Povlin, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057
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.

**Approval of Class 6, Special Occasion Permit for Farragut Business Alliance,
Planet Fitness Post Race Party, Village Green Shopping Center**

Motion was made to approve a Class 6, Special Occasion Permit for Farragut Business Alliance, Planet Fitness Post Race Party, Village Green Shopping Center. Moved by Alderman Povlin, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Meyer, Pinchok and Povlin; no nays; motion passed.

Ron Pinchok, Chairman

Allison Myers, Town Recorder

AGENDA NUMBER 11.A.

MEETING DATE January 10, 2019

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of a Class 3, On-Premise, Hotel/Motel Beer Permit for Hampton Inn and Suites, 11340 Campbell Lakes Drive

DISCUSSION:

The purpose of this agenda item is the approval of a class 3, on-premise, Hotel/Motel beer permit for the Hampton Inn and Suites. The Hampton Inn and Suites currently has a beer permit but due to a change of ownership they must obtain a new one.

The applications and information are in order.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

To approve a Class 3, On-Premise, Hotel/Motel Beer Permit for Hampton Inn and Suites, 11340 Campbell Lakes Drive.

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>BURNETTE</u>	<u>MEYER</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

I hereby make application for a permit to sell, store, manufacture, or distribute Beer under the provisions of Tennessee Code Annotated Section 57-5-101 et seq. and base my application upon the answers to the following questions:

- Reason for application: New Business ____ New Ownership X Name Change ____ Other ____
- Type of permit requested, please circle all that apply:

- X Class 1 On-Premise Class 2 On-Premise, Other
- Class 3 On-Premise, Hotel/Motel Class 4 On-Premise, Tavern
- Class 5 Off-Premise Class 6, Special Occasion

- Name of Applicant(s) (Owner(s) of Business) SREIT HI Knoxville Opco, LLC

- Type of applicant (check one):
Person ____ Firm ____ Corporation ____ Joint-Stock Company ____ Syndicate ____ Other X LLC

- List all persons, firms, corporations, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business:
Sole Officer - Ruby Huang - 0%
Shareholder - SREIT TRS HotelCo, L.L.C. - 100%

- Applicant's present home address:

- Date of Birth 9/4/1975 Home Telephone Number ____
Business Telephone Number 203-458-5194 Social Security Number ____

- Representative Email Address: sskene@skenelawfirm.com

- Under what name will the business operate? Hampton Inn & Suites Farragut/Knoxville @ Turkey Creek

- Business address 11340 Campbell Lakes Drive, Knoxville, TN 37934
Business Telephone number 865-966-0303

11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:

Darren Tallent; Darren.Tallent@Hilton.com; 11340 Campbell Lakes Dr., Knoxville,
TN 37934

12. Information of any manager, other than the applicant:

Name: Darren Tallent Birth Date: _____

Address: _____

Phone Number: 865-679-9315

13. Has any person having at least a 5% ownership interest, any of the managers, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime within the last ten (10) years: ____ Yes X No. If yes, give particulars of each charge, court, and date convicted.

N/A

14. Have you or your organization ever had a Beer Permit revoked, suspended, or denied in the State of Tennessee? No If so, specify, where, when, and why:

N/A

15. Name and address of property owner, if other than the business owner:

SREIT HI Knoxville Propco, L L C, 11340 Campbell Lakes Dr, Knoxville, TN 37934

16. What is the name and address of the Church (or other place of worship) nearest to your business?

Crossroads Ministry, 620 N. Campbell Lakes Dr., Knoxville, TN 37934

17. What is the name and address of the school nearest to your business?

Farragut Primary, 509 Campbell Lakes Dr., Knoxville, TN 37934

18. Special Occasion Event Name: N/A

Location of the special occasion event: N/A

Event Date & Times: N/A

Representative name & phone number: N/A

Have you received a special event permit to hold the event in the Town of Farragut? N/A

19. Tennessee Sales Tax Number: 1000467946-SLC

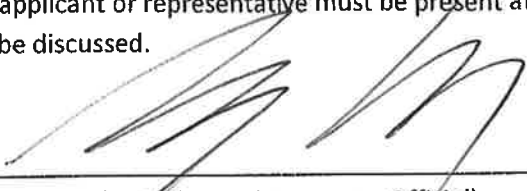
20. Town of Farragut Business License Number 2547

I certify that I am knowledgeable of the laws prohibiting the sale of beer to minors and that this application contains true information to the best of my knowledge and belief.

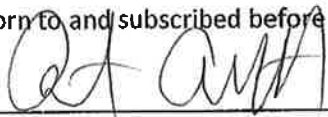
I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated 10-7-503.

I understand that by submitting this application, a background investigation shall be conducted and any and any and all documents related to my request shall become public records.

I understand that the applicant or representative must be present at the beer board meeting in which the permit will be discussed.


Signature of Applicant/Owner (or authorized Corporate Official)

Sworn to and subscribed before me this 22nd day of October, 2018


Notary Public

My Commission Expires: Feb 28 2022

CATHERINE ARNETT
NOTARY PUBLIC
MY COMMISSION EXPIRES FEB. 28, 2022

Notice: A non-refundable \$250 fee must accompany this application. Any applicant making false statement in this application shall forfeit his/her permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

FOR OFFICE USE ONLY

Application is hereby: Approved _____ Denied _____

On this date: _____, 20__

Beer Board Chairman

Town Recorder



KNOX COUNTY SHERIFF'S OFFICE

RELEASE OF LOCAL ARREST RECORD

Jimmy "J.J." Jones
Sheriff

Knoxville City and Knox County history ONLY

Person/Business Requesting Pre-certification Town of Farragut 865-966-7057
Business Phone Number

Name Tallent Darren
Last First MI Maiden

Other names used N/A Sex Male Race

Address 37914
PO Box is not acceptable Street/Road # Apt # City/State/Zip

Date of Birth SSN Drivers License # and State

[Signature]
Signature of person releasing arrest record

If you cannot personally appear to have the background check completed, your signature must be notarized

Notarization

State of Tennessee, County of Personally appeared before me, with whom I am personally acquainted, and who acknowledged that he/she executed the within instrument for the purposes therein contained.

Sworn to and subscribed before me this day of 20

My Commission expires

(DO NOT WRITE BELOW THIS LINE - KNOX COUNTY SHERIFF'S OFFICE USE ONLY)

Inquiry Results	
Record Found <u>No Record Found</u>	Local Warrants <u>Negative</u>
Computer generated Arrest History attached with <u>1</u> charges listed on <u>1</u> pages	
Record checked by: <u>[Signature]</u>	Date <u>12-17-18</u>
Knox County Sheriff's Office raised seal must be present for record to be valid	

\$15.00 fee

(Cash - exact change or Check only)

400 Main Street • Knoxville, Tennessee 37902 • (865) 215-2432
www.knoxsheriff.org



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
MINUTES
December 13, 2018**

**WORKSHOP
BOARDS & COMMISSIONS REVIEW
TOWN COMMUNICATION GUIDELINE REVIEW
MCFEE PARK, PHASE III
5:30 PM**

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
- IV. Presentation of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2018**
- V. Citizens Forum**
- VI. Approval of Minutes**
 - A. November 8, 2018
- VII. Business Items**
 - A. Approval of Resolution R-2018-14, Declaring Certain Town Property to be Surplus Property
 - B. Approval of polygon structure for Founders Park at Campbell Station
 - C. Approval of Supplement Request from Benchmark Surveying, Inc. for additional survey services for Campbell Station Inn project.
 - D. Approval of Change Orders, Contract 2018-06, Campbell Station Inn Phase 2
 - E. Approval of Parks and Recreation Department Reorganization
 - F. Approval of 2018/2019 Snow Removal Schedule and Road Additions

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057
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 contact the ADA Coordinator at jcurry@townoffarragut.org or 865-966-7057 in advance of the meeting.

- G. Approval of a variance from the Distance from Intersections requirement for collector streets, as provided for in the *Farragut Municipal Code*, Chapter 22, Article 5., Driveways and Other Access Ways, related to a requested second access onto Campbell Lakes Drive for the Tire Discounters, 709 N. Campbell Station Road, 1 Acre, Zoned C-2 (Leesman Engineering and Associates, Applicant)
- H. Request for approval to permit a subdivision entrance structure and sign within the median of Needlegrass Lane in the Brookmere Subdivision off Virtue Road (Saddlebrook Properties, LLC., Applicant)

VIII. Town Administrator's Report

IX. Town Attorney's Report

Mayor Williams called the meeting to order at 7:00 PM. Members present were Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin.

Approval of Agenda

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

Mayor's Report

Mayor Williams announced that members of the board and staff attended the Tennessee Municipal League legislative update.

Presentation of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2018

Bob Bean, Ingram Overholt and Bean, presented the CAFR report to the board.

Approval of Minutes

Motion was made to approve the minutes of November 8, 2018 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Business Items

Approval of Resolution R-2018-14, Declaring Certain Town Property to be Surplus Property

Motion was made to approve Resolution R-2018-14. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of polygon structure for Founders Park at Campbell Station

Motion was made to approve a contract with Poligon/Porter Corp. for the purchase of an HHA-24mr pavilion in the amount of \$12,750. Moved by Alderman Pinchok, seconded by Alderman Meyer; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Supplement Request from Benchmark Surveying, Inc. for additional survey services for Campbell Station Inn project.

Motion was made to approve the supplement request (Amendment 2) from Benchmark Associates, Inc. for additional survey services at the site of the Campbell Station Inn, with additional fee of \$2,000 (total contract \$12,750). Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Change Orders, Contract 2018-06, Campbell Station Inn Phase 2

Motion was made to approve change orders 8, 8A, 10, 11, 12, 13, 14, 15, 17 and 20, and reauthorization for town staff approval of change orders up to \$50,000. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Parks and Recreation Department Reorganization

Motion was made to approve a change from full-time to part-time for the Historic Resources Coordinator position and the addition of a part-time Media Assistant. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of 2018/2019 Snow Removal Schedule and Road Additions

Motion was made to approve the Public Works Department snow removal schedule and to add Pryse Farm Blvd. Moved by Alderman Povlin, seconded by Alderman Pinchok.

After some discussion and amended motion was made to rename the schedule to Snow Removal Efficiency Schedule with Stage 1 and Stage 2 roads and to add the driveways to McFee and Mayor Bob Leonard Park. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Voting on the main motion with amendments; yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of a variance from the Distance from Intersections requirement for collector streets, as provided for in the *Farragut Municipal Code*, Chapter 22, Article 5., Driveways and Other Access Ways, related to a requested second access onto Campbell Lakes Drive for the Tire Discounters, 709 N. Campbell Station Road, 1 Acre, Zoned C-2 (Leesman Engineering and Associates, Applicant)

Motion was made to approve a variance to the Driveways and other Accessways Ordinance that would permit a two-way access with the nearest portion of the driveway curblane being approximately 42 feet from the N. Campbell Station Road right of way, subject to the Planning Commissions stipulation regarding the inclusion of speed bumps near each end of the two-way access as reflected on a revised site layout plan to be approved by the Town staff. Moved by Alderman Povlin, seconded by Alderman Pinchok; roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; vote 5-0; motion passed.

Request for approval to permit a subdivision entrance structure and sign within the median of Needlegrass Lane in the Brookmere Subdivision off Virtue Road (Saddlebrook Properties, LLC., Applicant)

Motion was made to approve the proposed location of the subdivision entrance sign within the right of way of Needlegrass Lane due to the unique condition of the roundabout being added to the Virtue Road improvement project, subject to the area within the median being platted as a sign easement on the final plat with accompanying language on both the plat and in the recorded restrictive covenants that assigns all maintenance and liability to the Brookmere Homeowners Association, with all said language being first approved by the Town Attorney. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Town Administrator's Report

David Smoak, Town Administrator, reported the following:

- The Town has received the CAFR award for the past 26 years.

- The staff Christmas party is Friday December 14
- The Volunteer Breakfast is December 20
- The Farragut Folklife Museum will be closed from December 17-end of January
- Town Hall will be closed December 24-25 and January 1

Meeting adjourned at 8:20PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Resolution R-2019-01, Appointment of Town of Farragut Municipal Judge

INTRODUCTION:

In accordance with the Town of Farragut Municipal Code Chapter 12, Section 12-2, the office of municipal judge shall be filled by a resolution of appointment by the Board of Mayor and Aldermen.

BACKGROUND:

Any person appointed to the office of municipal judge shall hold a baccalaureate degree from an accredited college or university; shall be at least thirty years of age and have been a resident of the town for a period of one-year preceding election to office.

The normal term of office for any officer appointed pursuant of section 3-105 shall be for one year and such officer shall continue to serve thereafter until such officer's successor has been appointed and is sworn in unless otherwise provided.

DISCUSSION:

Keith Alley, current Municipal Judge, was first appointed in 2016 and has agreed to serve another term.

PROPOSED MOTION:

To approve Resolution R-2019-01, Appointment of Keith Alley as the Town of Farragut Municipal Judge.

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>BURNETTE</u>	<u>MEYER</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



TOWN OF FARRAGUT

RESOLUTION R-2019-01

APPOINTMENT OF MUNICIPAL JUDGE

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, wishes to appoint a Municipal Judge, and

WHEREAS, the level of compensation of the Municipal Judge may be set by the Board of Mayor and Aldermen,

NOW, THEREFORE, BE IT RESOLVED that **Keith Alley** is hereby appointed effective February 1, 2019 as municipal judge to a term ending January 31, 2020, or thereafter until a successor Municipal Judge has been appointed and been sworn in and shall be paid compensation of \$100 per session of the Farragut Municipal Court.

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of Farragut on this 10th day of January 2019.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: David Smoak – Town Administrator

SUBJECT: Resolution R-2019-02 – a Resolution by the Board of Mayor and Aldermen of the Town of Farragut to dissolve the Personnel Committee and Economic Development Advisory Committee

INTRODUCTION: The purpose of this agenda item is to consider approval of Resolution R-2019-02, a resolution to dissolve the Personnel and Economic Development Advisory Committees.

DISCUSSION: The Board of Mayor and Aldermen held a workshop on December 13, 2018 to review all of the town's boards and committees. After much discussion and due to the limited role both committees have been serving over the past few years, the board requested staff prepare the following resolution that would dissolve both the Personnel and Economic Development Advisory Committees.

PROPOSED MOTION: To approve Resolution R-2019-02

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>POVLIN</u>	<u>BURNETTE</u>	<u>PINCHOK</u>	<u>MEYER</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



RESOLUTION: R-2019-02

**A RESOLUTION BY THE BOARD OF MAYOR AND
ALDERMEN OF THE TOWN OF FARRAGUT TO DISSOLVE
THE PERSONNEL COMMITTEE & ECONOMIC
DEVELOPMENT ADVISORY COMMITTEE**

WHEREAS, the Personnel Committee was established in 1985 to advise the Board of Mayor and Aldermen and the Town Administrator on matters relating to personnel activities, policies, and positions involving the town; and

WHEREAS, the Economic Development Advisory Committee was established in 2009 to provide town staff and the Board of Mayor and Aldermen with recommendations related to economic development activities, policies, and procedures impacting the Town of Farragut; and

WHEREAS, the Board of Mayor and Aldermen reviewed each of the Town of Farragut's committees at a workshop on December 13, 2018 and determined that the Personnel Committee and Economic Development Advisory Committee's were no longer being utilized in a capacity that would merit needing a full-time committee to serve in these capacities; and

WHEREAS, the Board of Mayor and Aldermen thank and appreciate all the members of each committee for their service to the Town of Farragut;

NOW, THEREFORE, be it resolved by the Board of Mayor and Aldermen of the Town of Farragut that the Personnel and Economic Development Advisory Committees are hereby dissolved, with all current members being released from service.

This resolution is duly adopted by the Board of Mayor and Aldermen of the Town of Farragut this 10th day of January 2019.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Ordinance 19-01, an ordinance on first reading to amend the Farragut Zoning Ordinance, Chapter 4, Section XX., Parking and Loading, Subsection A., Off-Street Parking Requirements, Part 3., Number of Parking Spaces Required, to provide for new requirements related to bicycle parking (Knoxville-Farragut Storage, LLC., Applicant)

INTRODUCTION AND BACKGROUND: This proposed amendment to the Town's existing requirements for bicycle parking is the result of a question that had arisen regarding bicycle parking requirements for a mini-warehouse/self-storage project that was approved for the redevelopment of the property at the northwest intersection of Snyder Road and N. Campbell Station Road (former location of U.S. Golf). The Town's current bicycle parking requirements apply to all uses except for single and two-family residential uses and call for a fixed one space for every 5,000 square feet of gross floor area. There is no distinction made for different types of land use and parking demands. The current regulations create an issue for land uses, such as mini-warehouses, with larger buildings but limited demand for parking.

Upon review of the issue, staff found that other communities and some model standards often tie their bicycle parking requirements to the number of required motor vehicle spaces. This approach better addresses the use/demand issue because the Town's current vehicular parking standards already make such distinctions. Staff also feels that such an approach would be clearer, more predictable, and easier to implement than other potential solutions to the issue.

DISCUSSION: The development of Ordinance 19-01 was the result of workshop sessions with the Planning Commission in October and November. In addition to changing the provisions related to the determination of bicycle parking spaces, Ordinance 19-01 also includes some clarification on the type of bicycle parking structures that would be appropriate and how and where such structures should be constructed and located.

RECOMMENDATION: At their meeting on December 20, 2018, the Planning Commission unanimously recommended approval of Ordinance 19-01. Community Development Director, Mark Shipley, also recommends approval of Ordinance 19-01 on first reading.

PROPOSED MOTION: To approve Ordinance 19-01 on first reading.

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MEYER</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

Sec. XX. - Parking and loading.

A. *Off-street parking requirements.*

1. *General requirements.*

- a. Residential off-street parking space shall consist of a parking lot, driveway, garage, or combination thereof and shall be located on the lot it is intended to serve.
- b. Unless approved by the planning commission as provided for in this ordinance, any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere.
- c. The placement of motor vehicles for sale or the repair of vehicles on required off-street parking facilities is prohibited. This provision does not apply to the placing of a "For Sale" sign on or in not more than one licensed vehicle, boat, or other equipment at the same time located in a private residential driveway and which licensed vehicle, boat, or other equipment is owned by an occupant of said private residence.
- d. Wherever parking is required by this ordinance, no building permit shall be issued prior to approval of entrance to affected city streets and/or state highways by the appropriate town and/or state official.

2. *Location and setbacks.*

- a. With the exception of shared parking, as provided for in this ordinance, all off-street parking shall be located on land owned by or under long-term lease to the owner or owners of the principal use it is intended to serve.
- b. Where the commercial parking lot abuts side lot lines of a residential district, the required buffer strip shall not be used for parking purposes.
- c. Where parking is to be provided in the front yard of a commercial, office, or multi-family development, the parking lot shall be set back a minimum of 20 feet from the front property line.
- d. Where parking is to be provided in the rear or side yard of a commercial or office development, the parking lot shall be set back a minimum of ten feet from the side or rear property line.
- e. Where parking is to be provided in the rear or side yard of a multi-family development, the parking lot shall be set back a minimum of 50 feet from the side or rear property line, except as provided for elsewhere in this ordinance.

3. *Number of parking spaces required.*

Bicycle parking. The minimum number of bicycle spaces provided in all districts at such time any non single-family or two-family residential building is constructed or modified, shall be one bicycle space per 5,000 square feet of gross floor area. Such bicycle racks shall be provided in desirable locations and shall be conveniently located near the building entrance. The rack placement should not impede pedestrian movement and should not cause conflicts between bicycles and pedestrians.

Vehicular parking. Unless a modification, as authorized in this ordinance, is approved by the planning commission as part of the site plan review process, provisions for off-street parking in all districts at such time any building or structure is erected or enlarged or increased in capacity, shall be based on the minimum number of off-street parking spaces provided below. For uses not specifically mentioned herein, off-street parking requirements shall be determined by the Board of Zoning Appeals.

Assisted-care living facility: ¾ parking spaces per each housing unit.

Bicycle parking, Existing Language

RESOLUTION PC-18-19

FARRAGUT MUNICIPAL PLANNING COMMISSION

A RESOLUTION TO APPROVE AN AMENDMENT TO THE TEXT OF THE FARRAGUT ZONING ORDINANCE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO AUTHORITY GRANTED BY SECTION 13-4-201, TENNESSEE CODE ANNOTATED, BY AMENDING CHAPTER 4., GENERAL PROVISIONS AND EXECPTIONS, SECTION XX., PARKING AND LOADING, SUBSECTION A PART 3., NUMBER OF PARKING SPACES REQUIRED, TO PROVIDE FOR NEW BICYCLE PARKING STANDARDS.

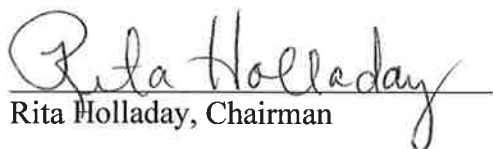
WHEREAS, the Tennessee Code Annotated, Section 13-4-201et seq, provides that the Municipal Planning Commission shall make and adopt a general plan for the physical development of the municipality; and

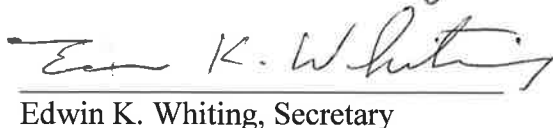
WHEREAS, the Farragut Municipal Planning Commission has adopted various elements of a zoning plan as an element of the general plan for physical development; and

WHEREAS, a public hearing was held on this request on December 20th, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Farragut Municipal Planning Commission hereby recommends approval to the Farragut Board of Mayor and Aldermen of Ordinance 19-01; an ordinance amending the Farragut Zoning Ordinance, Ordinance 86-16, by the addition of revised bicycle parking standards.

ADOPTED this 20th day of December, 2018.


Rita Holladay, Chairman


Edwin K. Whiting, Secretary

ORDINANCE:	19-01
PREPARED BY:	Hose
REQUESTED BY:	Staff
CERTIFIED BY FMPC:	December 20th, 2018
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE TO AMEND THE TEXT OF THE FARRAGUT ZONING ORDINANCE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO AUTHORITY GRANTED BY SECTION 13-4-201, TENNESSEE CODE ANNOTATED, BY AMENDING CHAPTER 4., GENERAL PROVISIONS AND EXECPTIONS, SECTION XX., PARKING AND LOADING, SUBSECTION A PART 3., NUMBER OF PARKING SPACES REQUIRED, TO PROVIDE FOR NEW BICYCLE PARKING STANDARDS.

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, wishes to amend Chapter 4, General Provisions and Exceptions, of the Farragut Zoning Ordinance, Ordinance 86-16,

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

SECTION 1.

The Farragut Zoning Ordinance, Chapter 4, Section XX., Parking and Loading, Subsection A., Off-Street Parking Requirements, Part 3., Number of Parking Spaces Required, is amended by deleting the first paragraph "Bicycle parking" in its entirety and replacing it with the following:

Bicycle parking. The minimum number of bicycle parking spaces required whenever any use or building is created, developed or modified requiring vehicular parking, shall be in accordance with the following standards:

Required Bicycle Parking		
Land Use Category	Required Motor Vehicular Parking (minimum)	Required Number of Bicycle Parking Spaces Per Motor Vehicular Spaces
Non-Residential	First 100 spaces	2 spaces per 25 (or fraction thereof)
	Next 400 spaces	2 spaces per 50 (or fraction thereof)
	All additional spaces	2 spaces per 100 (or fraction thereof)

Land Use Category	Residential Dwelling Type	Required Number of Bicycle Parking Spaces
Residential	Single or Two-Family	None (0)
	Multi-Family	Spaces provided at same ratios as non-residential uses; or 2 external spaces per building entranceway where dedicated secure interior bicycle storage space is provided for each unit.
<i>Notes: 1) Bicycle rack designs that support two bikes per fixture count as two parking spaces. 2) Non-Residential multi-tenant developments are to be considered as a whole. 3) Bicycle parking calculated as a cumulative minimum (e.g. 85 vehicular spaces = 8 bike spaces, 2+2+2+2; 185 vehicular spaces = 12 bike spaces, 8 (for first 100) +2+2)</i>		

Bicycle parking spaces must include a securely anchored rack that supports the bicycle upright by its frame in two places, enables the frame and one or both wheels to be secured (a U-lock should be able to lock a frame component and wheel), and prevent the wheel of the bicycle from tipping over. Inverted “U”, “A”, Post & Loop, and similarly designed racks are strongly recommended. Such rack designs support two bikes per fixture and count as two parking spaces. Bike lockers are also permitted. Comb, toast, wave, and traditional school-yard rack types do not generally meet these requirements and should not be utilized.

Bicycle racks shall be provided in visible locations on a concrete or comparable pad surface designed for bicycle parking. Racks shall be conveniently located near the building entrance in an unobstructed usable manner and shall be adequately distributed within multi-tenant developments. Their placement must not impede pedestrian or accessible routes and should not cause conflicts between bicycles and pedestrians. Bicycle parking facilities shall also be sufficiently separated from motor vehicle parking areas to protect parked bicycles from damage.

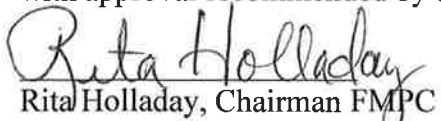
SECTION 2.

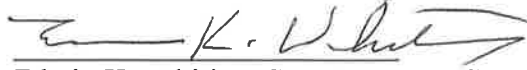
This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

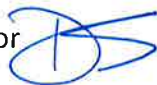
Ron Williams, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this _____ day of _____, 2018, with approval recommended by the Farragut Municipal Planning Commission (FMPC).


Rita Holladay, Chairman FMPC


Edwin K. Whiting, Secretary FMPC

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** David Smoak, Town Administrator**SUBJECT:** Ordinance 19-02, on first reading, to delete Sub-Part A, General Ordinances, Chapter 2, Administration, Article 5, Boards, Committees, and Commissions, Division 2, Personnel Committee of the Farragut Municipal Code**INTRODUCTION:** The purpose of this agenda item is to approve Ordinance 19-02, on first reading, deleting the Personnel Committee from the Farragut Municipal Code.**BACKGROUND:** The Personnel Committee was initially established as a committee in the municipal code in 1985. At that time the Town had limited personnel and utilized the committee to help assist the Town Administrator and Board of Mayor and Aldermen develop personnel policies and procedures, job descriptions, review salaries for town positions and recruit new personnel.**DISCUSSION:** As the Town has grown over the past 39 years, it has added staff to perform the tasks necessary to provide quality and efficient services to the community. Ten years ago, the Town hired a human resources manager to oversee all aspects of our personnel functions and provide professional expertise in this area. Over the years, the number of issues that need the personnel committee's assistance and recommendations has diminished and they now meet on an as needed basis.

At the December 13, 2018 Board of Mayor and Aldermen workshop the Board reviewed all current committees in the town and discussed dissolving two committees as was reviewed in a prior agenda item regarding Resolution R-2019-02. As the Personnel Committee is referenced in the municipal code, any action to dissolve the committee would also need approval of Ordinance 19-02, which would delete the section of the code referencing the committee.

PROPOSED MOTION: To approve Ordinance 19-02 on first reading.**BOARD ACTION:****MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>MEYER</u>	<u>POVLIN</u>	<u>PINCHOK</u>	<u>BURNETTE</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE: 19-02
PREPARED BY: SMOAK
REQUESTED BY: BOARD OF MAYOR AND ALDERMEN
1ST READING: January 10, 2019
2ND READING:
PUBLISHED IN: _____
DATE: _____

AN ORDINANCE TO DELETE IN ITS ENTIRETY SUB-PART A, GENERAL ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE 5, BOARDS, COMMITTEES, AND COMMISSIONS, DIVISION 2, PERSONNEL COMMITTEE OF THE FARRAGUT MUNICIPAL CODE :

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, hereby delete Sub-part A, Chapter 2, Article 5, Division 2, Section 2-207 through 2-234, 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, Sub-part A, Chapter 2, Article 5, Division 2 is amended by deleting the division in its entirety.

SECTION 2.

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

Ron Williams, Mayor

Allison Myers, Town Recorder