

MINUTES

April 28, 2022

BMA MEETING

Roll Call

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance:
Alderman Burnette, yes; Alderman Meyer, yes; Alderman Povlin, yes; Alderman Pinchok, yes;
Mayor Williams, yes; in addition to staff and members of the press.

Approval of Agenda

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

Approval of Minutes

Motion was made to approve the minutes of April 14, 2022, as presented. Moved by
Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Alderman
Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Mayor's Report

Mayor Williams read the Building Safety Month Proclamation for the Town of Farragut.

Ordinances

Public Hearing and Second Reading

Ordinance 22-01, an ordinance on first reading to amend the Farragut Zoning Map to rezone
Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to
Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates,
Applicant)

Motion was made to approve Ordinance 22-01 on second and final reading. Moved by
Alderman Povlin, seconded by Alderman Meyer. Roll call vote; Alderman Burnette, yes;
Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no
nays; motion passed.

Ordinance 22-07, an ordinance to amend the Farragut Zoning Map to rezone Tax Map 152,
Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to
Rural Single-Family Residential District (R-1), 44.33 Acres (Robert Campbell & Associates,
Applicant)

Motion was made to approve Ordinance 22-07 on second and final reading. Moved by
Alderman Povlin, seconded by Alderman Meyer. Roll call vote; Alderman Burnette, yes;
Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no
nays; motion passed.

Business Items

Approval of Breakthrough Run/Walk 5K for Autism

Motion was made to approve the Breakthrough Run/Walk 5K for Autism. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Parkinson's 5K/1K Race

Motion was made to approve the Parkinson's 5K/1K Race. Moved by Alderman Meyer, seconded by Alderman Povlin; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

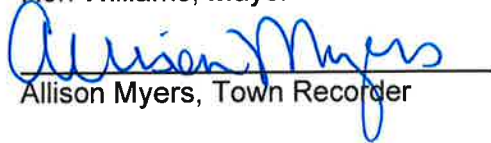
Town Administrator's Report

David Smoak, Town Administrator reported that the Tacos & Tequila is Friday and Election Day is Tuesday.

Meeting adjourned at 6:16 PM.



Ron Williams, Mayor



Allison Myers, Town Recorder



FARRAGUT BOARD OF MAYOR AND ALDERMEN
Farragut Town Hall
11408 Municipal Center Drive

AGENDA
April 28, 2022

BMA MEETING
6:00 PM

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. April 14, 2022
- IV. Mayor's Report**
 - A. Building Safety Month Proclamation
- V. Ordinances**
 - A. Public Hearing and Second Reading**
 - 1. **Ordinance 22-01**, an ordinance on first reading to amend the Farragut Zoning Map to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates, Applicant)
 - 2. **Ordinance 22-07**, an ordinance to amend the Farragut Zoning Map to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to Rural Single-Family Residential District (R-1), 44.33 Acres (Robert Campbell & Associates, Applicant)
- VI. Business Items**
 - A. Approval of Breakthrough Run/Walk 5K for Autism
 - B. Approval of Parkinson's 5K/1K Race

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, natural origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status 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

- VII. Town Administrator's Report**
- VIII. Town Attorney's Report**
- IX. Citizens Forum**

**This meeting can be viewed live on the Farragut YouTube Channel and the Town of Farragut website www.townoffarragut.org/livestream.
The meeting will be held at the Farragut Town Hall, 11408 Municipal Center Drive**

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

At the end of each business 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 Recorder 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;
2. Any Farragut resident 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 Recorder or a staff member;
3. Speakers shall come to the podium and identify themselves by name and street address;
4. Public comment shall be limited to five (5) minutes per individual. Time for public comment may be amended at the discretion of the Mayor. Time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy; each speaker should have their own original viewpoint;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose 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.

Each speaker will be asked if they can agree to abide by the Comment Protocol. If so, please be prepared to speak when your name is called.

MINUTES

April 14, 2022

BMA FY23 BUDGET WORKSHOP

5:00 PM

Program Change Request

David Smoak, Town Administrator, gave an overview of the FY23 program change request.

BMA MEETING

Roll Call

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, yes; Alderman Povlin, yes; Alderman Pinchok, yes; Mayor Williams, yes; in addition to staff and members of the press.

Approval of Agenda

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

Approval of Minutes

Motion was made to approve the minutes of March 24, 2022, as presented. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Mayor's Report

Julie Blalock, Farragut West Knox Chamber, delivered the monthly report from the chamber.

Presentation of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2021

Ordinances

First Reading

Ordinance 22-01, an ordinance on first reading to amend the Farragut Zoning Map to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates, Applicant)

Motion was made to approve Ordinance 22-01 on first reading. Moved by Alderman Povlin, seconded by Alderman Pinchok. Mike Driver, 211 Amberly Court, address the board about the ordinance. Roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Ordinance 22-07, an ordinance to amend the Farragut Zoning Map to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to Rural Single-Family Residential District (R-1), 44.33 Acres (Robert Campbell & Associates, Applicant)

Motion was made to approve Ordinance 22-07 on first reading. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Business Items

Approval of Special Event for Farragut High School's Farragut Frosty 5K, December 17, 2022

Motion was made to approve the Farragut High School Frosty 5K. Moved by Alderman Povlin, seconded by Alderman Burnette; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Resolution R-2022-05, Resolution Declaring Certain Town Property to be Surplus Property

Motion was made to approve Resolution R-2022-05. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Citizens Forum

Scott Bailey, 11805 Kingston Pike, addressed the board concerning the McFee Park Splash Pad Policy.

Meeting adjourned at 6:54 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder



Proclamation

Building Safety Month — May 2022

Whereas the Town of Farragut is committed to recognizing that our growth and strength depends on the safety and essential role homes, buildings, and infrastructure play, both in everyday life, and when disasters strike, and

Whereas our confidence in resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers, and others in the construction industry—who work year-round to ensure the safe construction of buildings, and

Whereas these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal, and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, and play, and

Whereas these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods, and earthquake, and

Whereas Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable, and affordable buildings that are essential to our prosperity, and

Whereas “Safety for all: Building Codes in Action,” the theme for Building Safety Month 2022, encourages us all to raise awareness about planning for safe and sustainable construction; career opportunities in building safety; understanding disaster mitigation, energy conservation; and creating a safe and abundant water supply to all of our benefit, and

Whereas in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience, and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Ron Williams, Mayor of the Town of Farragut, State of Tennessee, do hereby proclaim the month of May 2022 as Building Safety Month. Accordingly, I encourage all our citizens to join us as we participate in Building Safety Month.

Ron Williams, Mayor

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Mark Shipley, Community Development Director**SUBJECT:** Approval of Ordinance 22-01, an ordinance on second reading to amend the Farragut Zoning Map to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates, Applicant)

INTRODUCTION AND BACKGROUND: This item involves a request to rezone an approximately 9.2-acre tract, Parcel 6, Tax Map 151, located at 421 N. Watt Road from a General Commercial (C-1) District designation to the Neighborhood/Convenience Commercial (NCC) District designation. The request is being made to support the development of a proposed mixed-use development containing a combination of commercial and office uses with residential townhomes. Though not required at the time the rezoning was initially applied for, the applicant will be providing prior to first reading a revised concept plan to illustrate how they plan to develop the property. The original plan that was presented during review with the Planning Commission is being modified in response to concerns over access to Harrison Road in Loudon County given the very substandard condition of this road.

DISCUSSION: During discussion with the Planning Commission, it was noted that the property fronts on N. Watt Road within the Town and extends westward into Loudon County, where it also has frontage along Harrison Lane. The Harrison Lane frontage and a small strip of the lot along that frontage is not located within the Town's corporate limits and the proposed rezoning will not affect it. The Loudon County portion of this property is very small and is not envisioned to have any development other than some grading. The existing land use in the immediate area is predominantly rural/low density residential. However, the Watt Road interstate interchange area is located just over the ridge to the north, while the Town's Mayor Bob Leonard Park along with a few small-scale commercial uses are located along N. Watt Road a short distance to the south.

The Town's Land Use Plan for the Watt Road Corridor was reevaluated in 2018, and the Future Land Use Map was amended to include several areas for potential Mixed Use Neighborhood development with associated residential densities not to exceed 8 dwelling units per acre. This included the property in question. The applicant's request for Neighborhood/Convenience Commercial (NCC) zoning would be consistent with the current Future Land Use Map and the Mixed-Use Neighborhood land use designation. Any future development site plan or subdivision proposal submitted for the property would, of course, have to meet the NCC Zoning District's standards and all other applicable Town requirements.

RECOMMENDATION: At their meeting on January 20, 2022, the Planning Commission unanimously recommended approval of Ordinance 22-01 to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC). At the Board of Mayor and Aldermen meeting on April 14, 2022, Ordinance 22-01 was unanimously approved on first reading. There have been no changes to Ordinance 22-01 since first reading and staff recommends approval of Ordinance 22-01 on second 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	_____	_____	_____	_____	_____

ORDINANCE:	22-01
PREPARED BY:	Hose
REQUESTED BY:	Town of Farragut
CERTIFIED BY FMPC:	January 20, 2022
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

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

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

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning all portions of Parcel 6, Tax Map 151 located within the Town's corporate limits, 421 North Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC). Said property being further delineated on the attached map (See Exhibit A).

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 _____, 2022,
with approval recommended by the Farragut Municipal Planning Commission (FMPC).

Rita Holladay, Chairman

Scott Russ, Secretary



**Exhibit A
Ordinance 22-01**

**Rezone
Parcel 6, Tax Map 151
421 North Watt Road**

From
C-1 (General Commercial)
to
NCC (Neighborhood/Convenience Commercial)

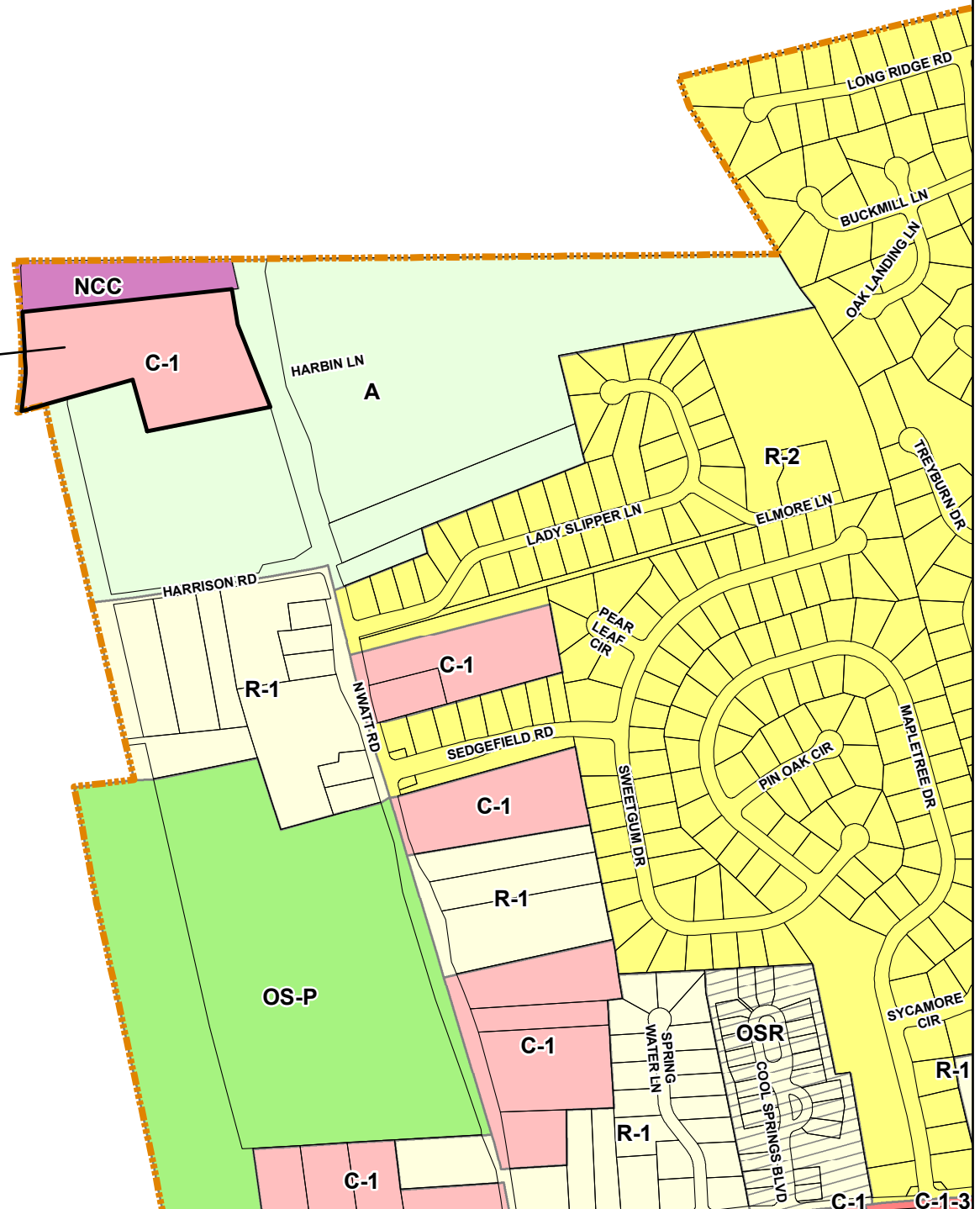
Legend

-  Subject Property
-  Parcels
-  Town Limit
-  A, Agricultural
-  OS-P, Open Space/Park
-  R-1, Rural Single-Family Residential
-  R-2, General Single-Family Residential
-  R-1/OSR, Open Space Residential Overlay
-  Neighborhood/Convenience Commercial
-  C-1, General Commercial
-  C-1-3, General Commercial, Three Stories



1 in = 650 ft

C-1 to NCC





Proposed Future Land Use Map

Proposed Rezoning Area

C-1 (General Commercial) to NCC
(Neighborhood/Convenience Commercial)

Legend

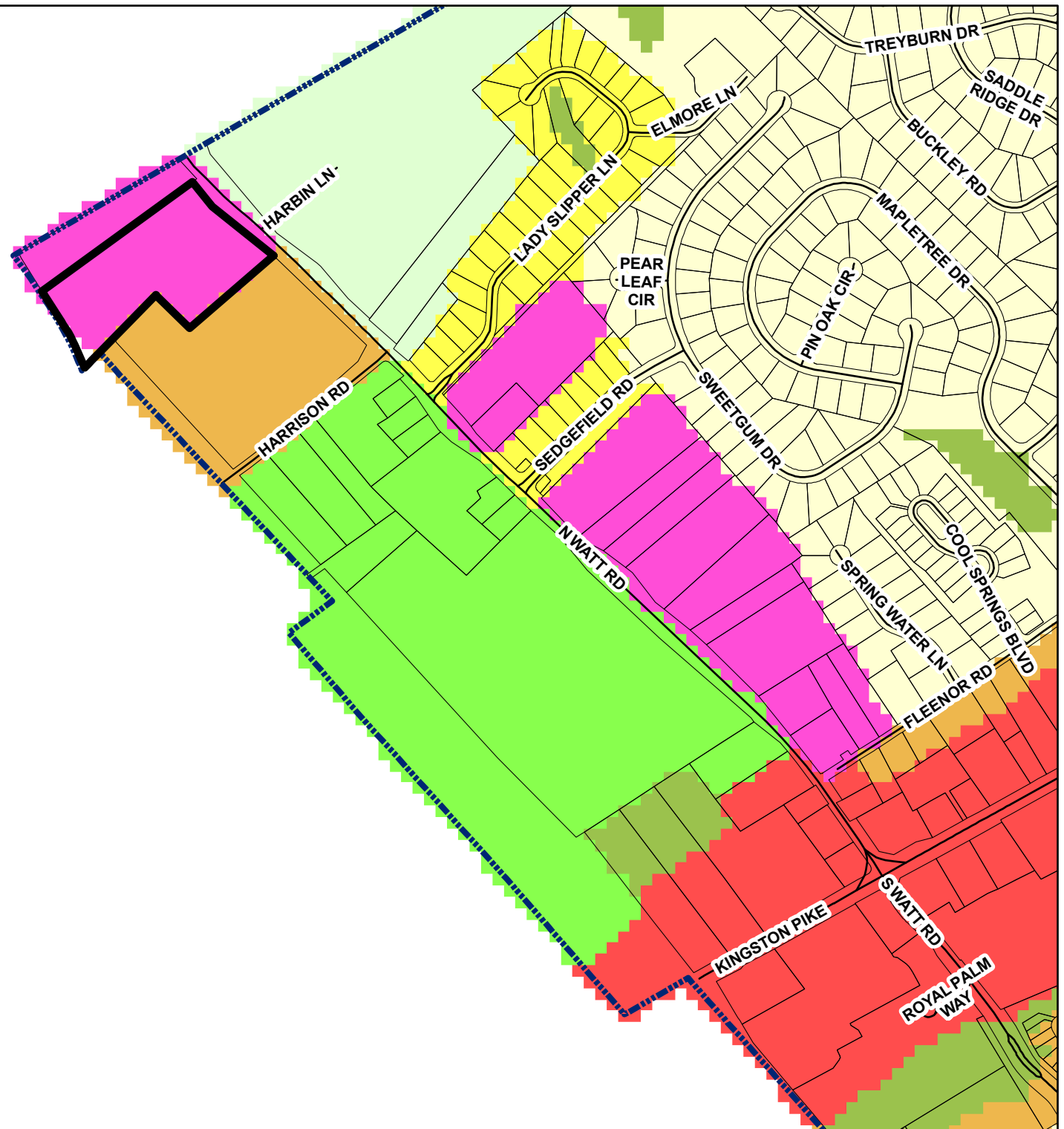
- Subject Property
- Streets
- Parcels

Future Land Use

- Commercial
- Open Space
- Parks and Rec
- Open Space Cluster Residential
- Very Low Density Residential (2-4 DUs / Acre)
- Low Density Residential (3-6 DUs / Acre)
- Med Density Residential (6-8 DUs / Acre)
- Mixed Use Neighborhood (6-8 DUs / Acre)



1 in = 650 ft



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Approval of Ordinance 22-07, an ordinance on second reading to amend the Farragut Zoning Map to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to Rural Single-Family Residential District (R-1), 44.33 Acres (Robert Campbell & Associates, Applicant)

INTRODUCTION AND BACKGROUND: During discussion with the Planning Commission, it was noted that this involves a request to rezone two tracts totaling 44.33 acres near the south intersection of Evans Road and Virtue Road. One tract fronts along Evans Road for roughly 360 feet just west of the Virtue Cumberland Presbyterian Cemetery on the south side of Evans Road. This tract has a barn and horse-riding track and is roughly 22 acres. The second tract fronts Evans Road for about 250 feet and Virtue Road for approximately 1,130 feet. This tract is where the property owner's house is situated as well as a barn.

Both properties are currently zoned Agricultural (A) which requires a minimum lot size of five acres. The applicant may potentially subdivide the property into lots which may be smaller than five acres and is requesting that the zoning map be amended from Agricultural to Rural Single-Family Residential (R-1). The R-1 District has a minimum lot size of 20,000 square feet, assumed public sanitary sewer is available to the lot.

DISCUSSION: The R-1 Zoning District is the same as the nearby Farm at Willow Creek and Vista Subdivisions. The future land use map identifies this general area as appropriate for Open Space Cluster Residential which would most closely relate to the R-1 Open Space Residential Overlay Districts (OSR and OSMR). As part of the review of this request, staff noted that the applicant may want to look at the OSR as another option for the property. Both OSR and standard R-1 would have the same density but the property in question has some drainage and topographic considerations that a future division of the property may capitalize on with an OSR district due to its greater flexibility in relation to lot configuration and building placement. The OSR would also be consistent with the future land use map which identifies the Open Space Cluster Residential land use as most appropriate for this general area.

Another zoning district that was mentioned to the applicant was the Rural Single Family Acre Residential District (R-1-S-A) since the applicant apparently plans to divide the property at some point in the future into larger estate lots that will be greater than one acre.

RECOMMENDATION: The applicant has reviewed the other options but is moving forward with their request for rezoning to R-1. A question raised with the Planning Commission and that was related to this zoning map amendment is whether the future land use map should be amended for these properties from Open Space Cluster Residential to Rural Residential (> 1 Acre Lots). Such an amendment would be consistent with any subsequent division of the property into estate size lots that would be at least more than one acre in size. The Planning Commission agreed that the future land use map should be reviewed in the near future for the general area and not just this property. With this understanding, at their meeting on March 17, 2022, the Planning Commission unanimously recommended approval of Ordinance 22-07 to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural (A) to Rural Single-Family Residential (R-1). At the Board of Mayor and Aldermen meeting on April 14, 2022, Ordinance 22-07 was unanimously approved on first reading. There have been no changes to Ordinance 22-07 since first reading and staff recommends approval of Ordinance 22-07 on second 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	_____	_____	_____	_____	_____

ORDINANCE:	22-07
PREPARED BY:	Shipley
REQUESTED BY:	Town of Farragut
CERTIFIED BY FMPC:	March 17, 2022
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

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

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

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from the Agricultural District (A) to the Rural Single-Family Residential District (R-1). Said property being further delineated on the attached map (See Exhibit A).

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 _____, 2022,
with approval recommended by the Farragut Municipal Planning Commission (FMPC).

Rita Holladay, Chairman

Scott Russ, Secretary



**Rezone
Parcel 33.04, Tax Map 152 and
Parcel 33.03, Tax Map 152
12444 Evans Road and
721 Virtue Road**

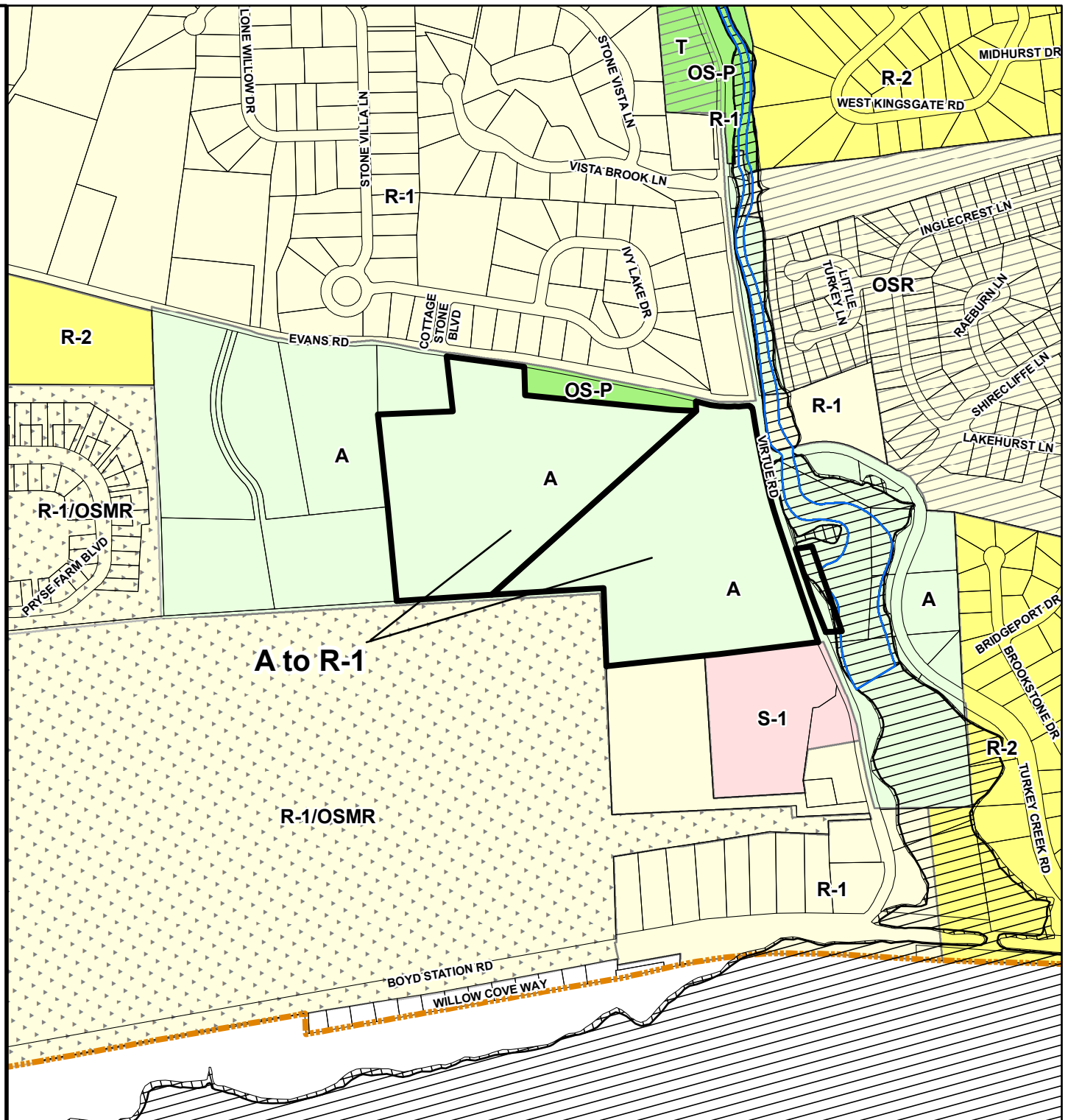
From
A (Agricultural)
to
R-1 (Rural Single-Family Residential)

Legend

-  Subject Property
-  Floodway
-  100 year Flood Zone
-  500 year Flood Zone
-  Parcels
-  Town Limit
-  A, Agricultural
-  OS-P, Open Space/Park
-  S-1, Community Service
-  R-1, Rural Single-Family Residential
-  R-2, General Single-Family Residential
-  R-1/OSR, Open Space Residential Overlay
-  R-1/OSMR, Open Space Mixed Residential Overlay
-  Telecommunication Tower Overlay Zone



1 in = 650 ft



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Breakthrough Run/Walk 5K for Autism

INTRODUCTION AND BACKGROUND: Included in your packet is a request for approval of an Event application for the Breakthrough Run/Walk 5K for Autism. The event is scheduled for the morning of April 30, 2022.

DISCUSSION: The event is being presented to the Board of Mayor and Aldermen because of the use of the streets within Sweet Briar subdivision and a portion of Herron Road.

Portable restrooms and one water station will be provided, and volunteers will be responsible for defining the race route and cleaning up after the event. The Knox County Sheriff's Department will help provide traffic control and a nurse will be present for any medical issues.

RECOMMENDATION: Staff recommends approval of the event subject to proper notification to any affected entities and the provision of adequate traffic control. As noted above, the applicant is proposing to use volunteers to mark the course.

PROPOSED MOTION: To approve an Event Application on April 30, 2022, involving use of the Town's public rights of ways and pedestrian facilities for the Breakthrough Run/Walk 5K for Autism.

BOARD ACTION:

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

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



Town of Farragut Event Application

Organization Information:

Name of Organization: Autism Breakthrough of Knoxville
Organization Address: 900 East Hill Ave., Suite 145
City/State: Knoxville, TN Zip Code: 37915
Primary Contact: Lori Stephens Email: lstephens@breakthroughk
Work Number: 865-247-0065 Cell Number: 865-839-5353

Is your organization /business authorized to do business in Tennessee? ☒ Yes ☐ No

Tax ID (If applicable): _____ Farragut Business License _____

Event Information:

Event Name: Breakthrough Run/Walk 5K for Autism Event Date (s): 4-30-22
Event Address: Start & finish @ Regal Cinemas Turkey Creek Time of Event (start to finish): 8:30am - 11am
Owner of Event Property: Darrell Whitehead Phone: 865-323-3969

Set-Up and Teardown Information:

Date & Time of Set-Up: 4/30/22 6:30am Date & Time of Teardown: 4/30/22 11am

Type of Organization: ☐ Neighborhood ☒ Non-Profit ☐ Government ☐ Corporation (Commercial/Office)
☐ Church and/or other place of worship ☐ School
☐ Other (please specify): _____

Type of Event:

☐ Community Event – A Town sponsored or co-sponsored event that benefits and/or promotes the community
☐ Special Event – An event held on public or private property that is not sponsored by the Town

Select all that apply: ☐ Grand Opening Event ☐ Parade Request ☐ Carnival

☒ Race (Includes Closure or Delay of Public Streets and/or Greenways)

☐ Outdoor/Seasonal Event

☐ Other (Please Specify) _____

Description of Event: 5K and 1 mile fun walk

Purpose of Event: to raise funds & awareness for Breakthrough

First Time Event: ☐ Yes ☒ No

If no, then please describe past events. 11th time to hold event

What is your estimated attendance for event? 600

Will your organization charge admission? ☒ Yes ☐ No

Will your organization accept donations? ☒ Yes ☐ No

Will your event be open to public? ☒ Yes ☐ No

Trash Removal Plan, including the date and hour that will be removed from the event site: We will clean up all trash the day of race (4/30/22) at 10am & carry out the trash



Town of Farragut Event Application

Event Application Checklist

A complete packet must include:

- ☐ Complete & signed application packet
- ☐ \$25 non-refundable permit fee
- ☐ Site Map/Layout

If applicable:

- ☐ Certificate of Insurance
- ☐ Copy of event signage
- ☐ Written approval of property owner
- ☐ Application for additional permits

Additional Permits Checklist

Will your event have?

- ☐ Alcohol/Wine
- ☐ Beer
- ☐ Food Vendors (ie food trucks)
- ☒ Public Road/Greenway Closure
- ☐ Tents or Air Inflated Structure

If yes, complete the following application(s):

State of TN Liquor by the Drink - Special Occasion License

TOF Beer Permit and BOMA approval required*

Food Vendor Permit

Route Map/Street Closure - BOMA approval required*

TOF Tent & Air Supported Structures Permit

** Board of Mayor and Aldermen (BOMA) Meetings are held at 6:00pm at Town Hall on the 2nd and 4th Thursday of each month. Contact the Town Administrative Office at 865 966-7057 for additional information.*

Event Details Checklist

If yes, please provide additional Event Details (pages 4-5).

If no, skip to Supplemental Information (pages 6-7).

Will you have:	Yes	No	If yes, #?	Will you have:	Yes	No	If yes, #?
Amplification	☒	☐	_____	Parade	☐	☒	_____
Animal(s)	☐	☒	_____	Portable Restrooms	☒	☐	_____
Carnival games	☐	☒	_____	Power and Lighting	☐	☒	_____
Carnival rides	☐	☒	_____	Security	☐	☒	_____
Cleanup	☒	☐	_____	Signage	☒	☐	_____
Emergency Services/First Aid	☒	☐	_____	Staff	☒	☐	_____
Entertainment/Music	☐	☒	_____	Tent	☐	☒	_____
Food Vendors (non-food truck)	☐	☒	_____	Traffic Control	☒	☐	_____
Inflatables	☐	☒	_____	Volunteers	☒	☐	_____
Merchandise Vendors	☐	☒	_____	Water	☒	☐	_____
Marketing/Publishing Plan	☒	☐	_____				



Town of Farragut Event Application

Event Details:

Please answer all questions as applicable and add any other pertinent information.

Amplification (Sound or Speaker System):

Describe type of system; what hours will you be using the amplification system.

We will have music prior to the race and announcements
Starting at 7:30 am.

Animals:

List what animals you plan to have at the event; how you will secure the area that the animals are contained; number and qualifications of staff and/or volunteers that will be in charge of the animal; describe your animal waste removal plan.

Carnival Games:

Describe type of games (dunking booth, etc.).

Carnival Rides:

Describe each type of ride and rental source.

Cleanup:

Explain your plan for cleanup

We will clean site and carry out trash.

Emergency Services:

Explain your emergencies services plan; types of services available

We keep a Knox Co. Sheriff on the route and two City of Knoxville police officers on site of race start and finish.

Entertainment:

Describe type (e.g. band, DJ, etc.) and list number of groups. What times during the event will there be live entertainment.

Food Vendors: (Note: For food trucks, please complete the additional Food Vendor Application)

List the types of food and/or drink that will be served and/or sold at your event; number of food vendors; if food is going to be prepared on site, and if so, what type of fuel will be used for the preparation, how you will dispose of grease and other environmentally sensitive by-products. Are the food vendors going to be located under a tent, and if so, what size?



Town of Farragut Event Application

Inflatables (Bounce House, Slide, Etc.):

Provide number of structures, general description including target age group and approximate dimensions of structure(s).

Marketing/Publishing Plan:

Describe your marketing/publishing and public outreach plan

We have PR person sending letters to previous participants, Flyers, getting on to websites.

Parade

What is the estimate of the number of parade entries; what type of entries will be involved; describe plan for end of parade (participant drop-off, etc.); describe method of assembly for entries.

Power & Lighting:

Describe your source of power (generators, temporary pole/meter center, extension cords, etc.); if your event is in the evening or at night, how will you provide lighting to the event area (including parking).

Security

Describe your security plan (officer, security guards, etc.) for during the event and during setup (e.g. overnight).

Signage

Describe general location and type of signage both external and internal to the event.

Signs on tables to designate

Tent(s)

How many tents, location, and size. (Note: Please complete a Tent & Air Structures Permit Application if applicable.)

Traffic Control:

Describe your traffic control plan

During the race there is one lane closed at back entrance to Pinnacle Theater. Knoxville City Officers are at site.

Water:

Describe your source of water and what water will be used for.

Water is donated by Walgreens and their employees/volunteers distribute & clean.

Additional Information:

Please include any additional event information, if applicable:

We will have staff & volunteers working the event. We will have portable restrooms.



Town of Farragut Event Application

Hold Harmless

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

Signature: _____

Date: _____

With this signature, 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.

SIGNATURE OF APPLICANT: _____

PRINTED NAME OF APPLICANT: _____

Office Use Only

_____ Event staff approval

_____ BMA approval

_____ Fire Marshal/tent permit

_____ Beer/Alcohol permit

_____ Insurance Certificate

_____ Deposit

_____ Application fee

_____ Site and or course map



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Parkinson's 5K/1K Race

INTRODUCTION AND BACKGROUND: Included in your packet is a request for approval of an Event application for the Parkinson's 5K/1K Race. The event is scheduled for the afternoon of October 2, 2022.

DISCUSSION: The event is being presented to the Board of Mayor and Aldermen because of the use of the streets within Old Stage Hills subdivision, McFee Road and a portion of Kingston Pike.

Portable restrooms and water stations will be provided, and volunteers will be responsible for defining the race route and cleaning up after the event. The Knox County Sheriff's Department will help provide traffic control and a nurse will be present for any medical issues.

RECOMMENDATION: Staff recommends approval of the event subject to proper notification to any affected entities and the provision of adequate traffic control. As noted above, the applicant is proposing to use volunteers to mark the course.

PROPOSED MOTION: To approve an Event Application on October 2, 2022, involving use of the Town's public rights of ways and pedestrian facilities for the Parkinson's 5K/1K Race.

BOARD ACTION:

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

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

Farragut
Special Event Permit Application
BP-2022-206

Submitted by Isabell Senft-Daniel
isabell@pjparkinsons.org
(865) 765-9444

Address of Proposed Work: **12748 Kingston Pike**

City: **Farragut** State: **TN** Zip: **37934**

Contact Information

Applicant's Contact Information

Title: First Name: **Isabell** Last Name: **Senft-Daniel** Suffix:

Business Name: **PJ Parkinson's Support**

Mailing Address: **12748 Kingston Pike, Suite 204**

City: **Knoxville** State: **TN** Zip: **37934**

Email Address: **isabell@pjparkinsons.org**

Cell Phone: **(865) 765-9444** Work Phone: Home Phone: **(865) 765-9444**

Contractor's Contact Information

Title: First Name: **Isabell** Last Name: **Senft-Daniel** Suffix:

Business Name: **PJ Parkinson's Support**

Mailing Address: **12748 Kingston Pike, Suite 204**

City: **Knoxville** State: **TN** Zip: **37934**

Email Address: **isabell@pjparkinsons.org**

Cell Phone: **(865) 765-9444** Work Phone: Home Phone:

Property Owner's Contact Information

Title: First Name: Nick Last Name: Myers Suffix:
Business Name: Myers Bros
Mailing Address: 12748 Kingston Pike, Knoxville, TN 37934
City: Knoxville State: TN Zip: 37934
Email Address: darla@myers-bros.com
Cell Phone: (865) 966-9700 Work Phone: Home Phone:

Application Questionnaire (* denotes required question)

Special Event

Will any Public Parks/Facilities be used in your event? * No

Please note that use of any public parks/facilities must be approved by the Farragut Parks and Recreation Department prior to applying for this permit. Please call 865-966-7057 for approval before proceeding with this permit.

Start Date of Event * 10/2/2022

Name of Event * 5K/1K Race for Parkinson's

Type of Event * Race

Brief Description of Event * Our 5K/1K Race for Parkinson's is a awareness race for Parkinson's disease

Is event private or open to the public? * Open to the public

Is food being served? No

Will you have portable Sanitary Facilities? Yes

Will you have a solid waste dumpster? Yes

Will there be any temporary structures/stages? No

Upload Location in File Upload Section.

Will you need Temporary Power? No

PROVIDE LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you have any other Air Supported Structures? Yes

UPLOAD LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you need any public street closures? No

Please Note: Any public street closures must go before Board of Mayor and Aldermen for approval

Where are the parking areas located? At the shopping center. We got permission from owner

INCLUDE DRAWING IN FILE UPLOAD SECTION.

If this event is a parade/sporting event, where is the route, staging, and disbanding areas?

UPLOAD DRAWING IN FILE UPLOAD SECTION

In case of Rainout, state cancellation date and time: postponement up to 2 hours

(EXAMPLE-EVENT IS AT 2:00PM ON SATURDAY, RAINOUT CANCELLATION IS AT 1:00 PM SATURDAY OR POSTPONEMENT IS UNTIL 4:00 PM)

Will there be music, live or otherwise? No

Will you have Security/Police Officers at your event? Yes

Please note: The Town of Farragut does not provide Security or Police Officers.

Will you have any Emergency Medical Personnel/Apparatus On-Site? Yes

Please Note: The Town of Farragut does not provide Emergency Medical Personnel/Apparatus.

Name of Sanitary Facility Vendor: East TN Portables

Name of Solid Waste Vendor: On property Waste Management

How many Officers? 3

From what time to what time? 1:45-2:45

From what time to what time?

Will you have any Fire Officers/Apparatus at your event? Yes

Will you have Tents? No
If Yes, please list tents in order from largest to smallest.

Will you have Bounce Houses? No

Provide law enforcement contact for day of event.

Provide emergency services contact for day of event.

Have you applied for an insurance certificate of general liability insurance? * Yes

Naming the Town of Farragut, its employees and agents as additionally insured.

Copy of Insurance must be uploaded. will be provided

I HEREBY UNDERSTAND AND AGREE TO THE STATED REQUIREMENTS ABOVE.

Do you want this event advertised on VisitFarragut.org? Yes

Will there be any animals at the event? No

Will alcoholic beverages be served? * No

How many people do you expect? 300

A Signed Letter of Approval from Property Owner must be uploaded in the document uploads section.

End Date of Event 10/2/2022

Event Start Time 2:00 PM

Event End Time 4:00 PM

Event Setup Time 11:00 AM

Event Teardown Time 4:00 PM

