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**MINUTES OF THE WORK SESSION  
BOARD OF MAYOR AND ALDERMEN  
FRANKLIN, TENNESSEE  
CITY HALL BOARDROOM  
TUESDAY, MARCH 26 , 2013 - 5:00 P.M.**

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**Board Members**

Mayor Ken Moore	P		
Alderman Clyde Barnhill	P	Alderman Margaret Martin	P
Alderman Brandy Blanton	P	Alderman Dana McLendon, Vice Mayor	A
Alderman Pearl Bransford	P	Alderman Ann Petersen	P
Alderman Beverly Burger	P	Alderman Michael Skinner	P

**Department Directors/Staff**

Eric Stuckey, City Administrator		Lisa Clayton, Parks Director	P
Vernon Gerth, ACA Community & Economic Dev.	P	Shirley Harmon, HR Director	P
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water Management Director	
David Parker, CIP Executive/City Engineer	P	Paul Holzen, Engineering Director	P
Shauna Billingsley, City Attorney	P	Catherine Powers, Planning/Sustainability Director	P
Rocky Garzarek, Fire Chief		Joe York, Streets Director	P
David Rahinsky, Police Chief	P	Brad Wilson, Facilities Project Manager	
Fred Banner, MIT Director		Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director	P	Linda Fulwider, Board Recording Secretary	P
Becky Caldwell, Solid Waste Director	P		

1. **Call to Order**  
Mayor Ken Moore called the Work Session to order at 5:00 p.m.
2. **Citizen Comments**  
None

**WORK SESSION DISCUSSION ITEMS**

3. **Consideration of Event Permit Application for Westhaven Porchfest Sponsored by the Westhaven Foundation on June 15, 2013**  

**David Rahinsky, Police Chief**

No questions or comments
4. **Consideration of Event Permit Application for Rodeo Parade Sponsored by the Franklin Noon Rotary in Downtown Franklin on May 18, 2013**  

**David Rahinsky, Police Chief**

No questions or comments
- 5.\* **Consideration of Event Permit Application from Heritage Foundation for Main Street Festival to be Held in Downtown Franklin on April 27-28, 2013**  

**David Rahinsky, Police Chief**

Lisa Clayton, Monique McCullough and Vernon Gerth addressed this item. Mr. Gerth noted when the request came in to use Harlinsdale for the site of the carnival, the Land Trust advised that was not an appropriate use of the farm. Several people contacted the Land Trust, and since that time, they waived on their decision. Ultimately, staff believes it is not appropriate to have the carnival on the Harlinsdale property; therefore, staff recommends approval of the Festival on Main Street, but recommends denial of the request to hold the carnival at Harlinsdale.

The Heritage Foundation is working on a couple of other locations for the carnival, the Ligon property and the old, old jail property; however, they have not said if they are willing to work with those options.

Discussion:

- Alderman Skinner had asked for something in writing from the Land Trust. Ms. Clayton confirmed there is nothing in writing either for or against using the Harlinsdale property.
- Aldermen Martin, Bransford, and Blanton supported staff recommendation because the applicant has other options.
- Alderman Skinner commented that conservation easements are set up for a reason – to protect property and make sure it is used for the purpose intended. It should not be approved on political whim or to show favoritism to the Heritage Foundation; someone could challenge that.

## 6. Overview of Intercity Visit to Cary, North Carolina

### Vernon Gerth, ACA Community & Economic Development

Eleven City administrative and management people visited Cary, North Carolina, to meet with counterparts and hear about their experience, policies and procedures on development services. The city of Cary has a population of approximately 140,000 people. Mr. Gerth said it was a very productive visit in that it helps validate some of Franklin's policies and procedures as well as to see what can be improved upon.

#### CARY, NORTH CAROLINA:

- ~40% of permits are issued electronically
- Number of inspections per day, next day inspections similar to what is done in Franklin
- A Point System is used to estimate the time (effort) of each inspection
- Building inspectors generally assigned to the same geographical area of city for consistency
- When a development is proposed, the city facilitates the traffic study and they outline the scope and the city owns it. The developer pays 90% and the city pays 10%
- Neighborhood meetings have been around transportation
- An Operations Analyst looks critically at operations procedures and what it takes to look at and assigns costs
- They use idt digital plan system and they link to some CIP documents. They also created a link that citizens can access and make comments, which are included when the plans go forward to Planning and BOMA.
- Cary conducts a citizen survey every two years
- Cary does not allow development in the flood plain
- 20% of their employees live in Cary
- Primarily a bedroom community with some non-residential type development
- 75% of community already in process of development
- Sanitary Sewer & Water Fees based on SFUs (proposed use) not meter size
- Engineering Department includes a Utility Division
- Years ago Cary invested heavily in sanitary sewer and water infrastructure to achieve adequate capacity – generally, capacity is no longer a concern for its service area
- 62 employees on Engineering Department Team (some areas of COF understaffed)
- They are an entitlement community and receive limited funds for workforce housing. They do have a housing study.
- Require a new Certificate of Occupancy when a change of tenant occurs whether or not structural type work is being performed
- Their public transit system a bit more developed than Franklin's

## 7. Presentation of Planning Department 2012 Development Report

Catherine Powers, Planning & Sustainability Director  
Jonathon Langley, Long Range Planner Supervisor

### 2012 Base Zoning Changes

Zoning Ordinance	Description	Previous Zoning District	Base Zoning District	Acre	Effective Date
<b>Properties Zoned Due to Annexation</b>					
2012-40	1973 New Highway 96 West (Animalia)	County	NC	5.56	09/11/2012
<b>TOTAL</b>				<b>5.56</b>	
<b>Properties Rezoned</b>					
2012-03	608 Mount Hope Street	R-3	CI	40.35	04/10/2012
2012-17	3150 Boyd Mill Avenue	R-1	R-3	2.85	06/12/2012
2012-18	104 Southeast Parkway	HI	LI	3.83	06/12/2012
2012-21	124 Lumber Drive	GC	CI	15.81	07/24/2012
2012-25	South of Clovercroft Road, Southeast of Market Street (Amelia Park PUD)	AG/R-2	RX	72.91	08/14/2012
2012-29	West of 11 <sup>th</sup> Avenue North, South of New Highway 96 West, and North of Boyd Mill Avenue (Vandalia Cottages PUD)	R-3	RX	2.46	08/14/2012
2012-40	1973 North Highway 96 West (Animalia)	ML	NC	0.88	09/11/2012
2012-41	Carothers Parkway, Northwest of East McEwen Drive (Franklin Park PUD)	GC	RX	71.03	09/25/2012
2012-42	East of Carothers Parkway, Along Resource Parkway (Resource Centre PUD)	GC	RX	13.81	09/25/2012
2012-53	1720 West Main Street & 113 Rucker Avenue	GO/R-3	RX	3.87	11/27/2012
2012-54	567 Franklin Road (Commons at Gateway Village)	R-2	RX	17.40	11/27/2012
<b>TOTAL</b>				<b>245.20</b>	

### 2012 Residential Approvals

Development	Units	Gross Density	% of Total Units
The Grove at Parish Park	87	3.77	8.4%
Amelia Park	153	2.10	14.8%
Vandalia Park	17	6.83	1.6%
Rizer Point	95	2.64	9.2%
Franklin Park	350	24.88	33.9%
Resource Centre Apartments	253	18.32	24.5%
Commons at Gateway Village	42	2.41	4.1%
Rucker Park	30	7.75	2.9%
Hard Bargain Subdivision	6	5.66	0.6%
<b>TOTAL</b>	<b>1,033</b>	-	

### Residential Building Activity - Existing Units

Development	Change from 2011 to 2012	% Change
Westhaven	82	28.0%
Highlands at Ladd Park	45	15.4%
Creekstone Commons Rev 1	32	10.9%
Barclay Place	28	9.6%
Villages of Clovercroft	22	7.5%
McKay's Mill	21	7.2%
Hustbourne	15	5.1%
Breezeway	11	3.8%
Avalon	9	3.1%
Grant Park	9	3.1%

### Residential Building Permits 2003-2012

2003	726	2008	603
2004	846	2009	168
2005	914	2010	344
2006	819	2011	1,070
2007	668	2012	646

### Building Permits Percentages by Dwelling Unit Type

2010 344 Total Permits		2011 1,070 Total Permits		2012 646 Total Permits	
Single Family	84%	Single Family	29%	Single Family	59%
Multifamily	6%	Multifamily	68%	Multifamily	33%
Townhouse Units	10%	Townhouse Units	3%	Townhouse Units	8%

### 2012 Housing Summary (based on existing dwelling units)

Single Family	59%
Manufactured Home	2%
Duplex	4%
Multifamily	30%
Special Place	5%

28,234 Existing Dwelling Units as of December 31, 2012

### 2012 General Land Use Overview (figure shown in acres)

Residential	7,188	30%	Includes Estate Residential, Detached and Attached Residential, Mobile Homes, Mixed Residential
Commercial	2,286	10%	Includes Office, Commercial, Retail, Mixed Use
Industrial	818	3%	Includes Light Industrial and Heavy Industrial
Institutional & Recreational	4,788	20%	Includes Parks, Open Space, Churches, Governmental Buildings, Recreational
Utilities	271	1%	Includes Utility Headquarters, Pump Stations, Electrical Substations
Undeveloped Land	8,464	36%	Includes Vacant Properties and Agricultural Uses

TDOT Owned/Maintained ROW in City (Linear Miles)	76.33
City Owned/Maintained ROW in City (Linear Miles)	298
<b>Total ROW in City (Linear Miles)</b>	<b>374.33</b>
% Change from 2011	2.97%

### 2012 Population Estimates and Projections

2010 Franklin Population-Federal Census	62,487
City Population Estimate	66,172
Unincorporated UGB	10,810
Total Franklin UGB	32,032
<u>Population by School District</u>	
FSSD	56.4%
Williamson County	43.6%
<u>Population by Aldermanic Ward</u>	
Ward One	25%
Ward Two	25%
Ward Three	25%
Ward Four	25%
2020 Franklin Population Projection (various growth rates)	91,401
2020 UGB Population Estimate (at 0.7% growth rate)	11,431

8.\* **Consideration of RESOLUTION 2013-13, A Resolution Declaring Certain Right-of-Way on Liberty Pike as Surplus**

**David Parker, City Engineer/CIP Executive**

Three options were offered:

- Option 1: Approval of Resolution 2013-13, a Resolution Declaring Certain Property on Liberty Pike as Surplus Property with the following conditions
  - 1) Require a Public Utility, Drainage and Access Easement on 100% of the property being vacated.
  - 2) **Require the property owner to pay appraised value for the property (Estimated at \$2,580) and all closing cost and expenses to include survey, legal description, etc.**
  - 3) Require the property owner to complete a survey of the surplus right-of-way. For any land required from Lot 8 to allow for a 100-foot right-of-way centered on Liberty Pike, ownership shall be transferred to the City. The cost of this portion of the property shall be based on the appraised value per square foot and shall be subtracted from the appraised value paid to the City for the surplus right-of-way.
- Option 2: Approval of Resolution 2013-13, a Resolution Declaring Certain Property on Liberty Pike as Surplus Property with the following conditions:
  - 1) Require a Public Utility, Drainage and Access Easement on 100% of the property being vacated.
  - 2) **Give the property away at no cost and require the property owner to pay all closing cost and expenses to include survey, legal description, etc.**
  - 3) Require the property owner to complete a survey of the surplus right-of-way. For any land required from Lot 8 to allow for a 100-foot right-of-way centered on Liberty Pike, ownership shall be transferred to the City. The cost of this portion of the property shall be based on the appraised value per square foot and shall be subtracted from the appraised value paid to the City for the surplus right-of-way.
- Option 3: The City may choose to maintain the current right-of-way on Liberty Pike

Staff recommendation: Based on the City's Unused City Right-of-Way Policy, staff recommends Option 1, approval of Resolution 2013-13, A Resolution Declaring Certain Property on Liberty Pike as Surplus Property.

Mr. Adler was present and there was some discussion regarding the distance from the driveway to Eddy Lane. Paul Holzen said the scale is 350 ft. and that would meet specifications. That will be reevaluated when the Site Plan comes in.

Consensus for Option 1.

9.\* **Consideration of RESOLUTION 2013-12, A Resolution Amending Resolution 2012-53, Non-Residential Building Plan Review Alternatives and Performance Standards for the City of Franklin, TN, to simplify Process for Identifying Consultants by Using a Handbook**

**Chris Bridgewater, BNS Director**

The purpose of Resolution 2013-12 is to amend the original Resolution 2012-53 to allow a streamlined process for identifying third party plan review (for large non-residential building plans) consultants by qualifying through the use of a handbook. Vernon Gerth noted that any consultant that wants to be on the list needs to submit application with the requirements in the handbook. The Building Plan Review is a process for the larger projects that would require staff's uninterrupted time to review. A consultant is preferred for the larger projects so staff can be responsive to citizens who have smaller projects and questions. Consultants will utilize our electronic review system, and staff will insure the quality of the review remains as is by spot checking the plans. The use of third-party plan review consultants provides an alternative to the permit applicants for processing applications.

10.\* **Consideration of RESOLUTION 2013-15, A Resolution of the Integrated Growth Plan for Carothers Parkway and McEwen Drive**

**David Parker, City Engineer/CIP Executive**

**Paul Holzen, Engineering Director**

**Dan Allen, Assistant Engineering Director**

Mr. Gerth noted this is back for endorsement of the "Hybrid" approach. As previously discussed, this provides a basis to move forward working with developers, utility companies, etc. to begin determining the infrastructure and improvements that will be needed within the Carothers corridor. Of the three options 1) Widen to the Inside, 2) Widen to the Outside, and 3) Hybrid Option, staff recommends the Hybrid Option as presented in the Integrated Growth Plan for the Carothers/McEwen Corridor.

Discussion:

- Alderman Martin thought the subject had been covered very well and supported the staff recommendation.
- Alderman Burger agreed and thought the “Hybrid” option made the most sense as it still leaves 6 ft. for the median. It is also the lowest cost option.
- Alderman Petersen asked about the cost for the “Hybrid”. Mr. Holzen thought the cost would be somewhere between the \$48 million and \$64 million for the other options.
- Dan Allen said, based on the improvements needed and density, the City will collect enough in road impact fees to pay for it.
- Alderman Petersen questioned what the cost of the aesthetics for 30-40 ft. medians would be. The difference in the money seems large to her and then there is the debt service on \$30 million every year.
- David Parker advised this is only a planning document and it can change and things can be taken out. Staff must look at what may happen and what is desired at the time. This allows leeway and options for the future.
- Alderman Skinner asked if there would be anything legal that would prevent special assessments for these roads. Mr. Gerth advised those discussions would follow.
- Other comments were that this gives the Board options to choose when the time comes. The Board will look at individual projects as they come along.

11. **Consideration of Bid Award to the C. I. Thornburg Co., Inc. of Nashville, TN, in the Estimated Amount of \$38,480 Per Year for the Supply and Delivery Upon Demand of the Water Treatment Chemical Sodium Hypochlorite for a Minimum of Twelve (12) Months for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2013-010; \$155,000 Budgeted in 421-83220-52103 for All Chemicals and Lab Supplies for Fiscal Year 2013; Contract No. 2013-0023)**  
Mark Hilty, Water Management Director

No questions or comments

12. **Consideration of Bid Award to American Development Corporation of Fayetteville, TN, in the Estimated Amount of \$37,590 Per Year for the Supply and Delivery Upon Demand of the Water Treatment Chemical Sodium Permanganate for a Minimum of Twelve (12) Months for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2013-011; \$155,000 Budgeted in 421-83220-52103 for All Chemicals and Lab Supplies for Fiscal Year 2013; Contract No. 2013-0024)**  
Mark Hilty, Water Management Director

No questions or comments

13. **Consideration of Bid Award to Brenntag Mid-South, Inc. of Henderson, KY, in the Estimated Amount of \$9,000 Per Year for the Supply and Delivery Upon Demand of the Water Treatment Chemical Hydrofluosilicic Acid (Fluoride) for a Minimum of Twelve (12) Months for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2013-012; \$155,000 Budgeted in 421-83220-52103 for All Chemicals and Lab Supplies for Fiscal Year 2013; Contract No. 2013-0025)**  
Mark Hilty, Water Management Director

No questions or comments

14. **Consideration of Bid Award to Brenntag Mid-South, Inc. of Henderson, KY, in the Estimated Amount of \$36,860 Per Year for the Supply and Delivery Upon Demand of the Water Treatment Chemical Powder-Activated Carbon (Hydrodarco B) for a Minimum of Twelve (12) Months for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2013-013; \$155,000 Budgeted in 421-83220-52103 for All Chemicals and Lab Supplies for Fiscal Year 2013; Contract No. 2013-0026)**  
Mark Hilty, Water Management Director

No questions or comments

15. **Consideration of Bid Award to Brenntag Mid-South, Inc. of Henderson, KY, in the Estimated Amount of \$44,685.13 Per Year for the Supply and Delivery Upon Demand of the Water Treatment Chemical Polyaluminum Chloride for a Minimum of Twelve (12) Months for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2013-014; \$155,000 budgeted in 421-83220-52103 for All Chemicals and Lab Supplies for Fiscal Year 2013; Contract No. 2013-0027)**

**Mark Hilty, Water Management Director**

No questions or comments

16. **Consideration of ORDINANCE 2013-01, An Ordinance to Amend Title 12, Chapter 1, Section 107 of the Franklin Municipal Code relating to Contractor's Security Deposits to Insure Restoration of Damaged City Streets, Sidewalks, Landscaping, Stormwater Drainage Improvements, and Other Approved and Accepted Infrastructure Associated with Construct Activity**

**Vernon Gerth, ACA Community & Economic Development**

No questions or comments

**ADJOURN**

Work Session adjourned 6:32 p.m.

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Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 4/10/2013 9:39 AM