



# MEMORANDUM

August 1, 2014

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
David Parker, City Engineer/CIP Executive  
Paul Holzen, Director of Engineering

**SUBJECT:** **Consideration of Ordinance 2014-24 “An Ordinance Amending the City of Franklin Municipal Code, Appendix A – Comprehensive Fees and Penalties, Chapter 16. Streets and Sidewalks, Etc. and Chapter 18. Water and Sewer”.**

### Purpose

The purpose of this memo is to recommend approval of Ordinance 2014-24.

### Background

City staff is always reviewing current processes and procedures related to development in an effort to streamline our delivery of private development projects. Applicants are typically required to submit updated/corrected plans following the planning commission meeting. These plans are always reviewed on a first in / first out basis with a guarantee maximum of 45 calendar days. Following this approval, applicants were then required to submit permit sets for Water, Sanitary Sewer, Grading and Stormwater. Permit sets were also reviewed on a first in / first out basis with a guarantee maximum of 45 calendar days. Over the past year the Engineering Department has started digitally approving all construction drawings eliminating the need for applicants to submit permit sets and wait an additional 45 calendar days.

Our next goal is to provide additional options for applicants to expedite their Post PC plan review process from a maximum of 45 calendar days to 7 calendar days. These plans are currently reviewed by our Departmental Review Team to include approximately 20 City staff members from Planning, Engineering, Building and Neighborhood Services, Water, Streets, Sanitation and Environmental Services, Fire and Police. Due to staffing issues and a very unpredictable workload the Departmental Review Team has been unable to commit to reducing the 45 calendar day review time.

In an effort to provide options for the applicants, City staff is proposing to utilize consultants to provide an expedited review of Post PC plans. At the post PC stage it's important to note that the Departmental Review Team has already reviewed the construction drawings on two occasions and resolved all major concerns to ensure compliance with City regulations to include Street Specifications, Water and Sewer Specifications, Stormwater Specifications and Zoning Ordinance Requirements. Our consultants will be tasked with reviewing the Post PC plans and resolving all outstanding staff conditions and planning commission conditions within 7 working days. In addition City Staff will retain the services of 2-3 qualified engineering firms allowing the applicant to select from a list of consultants to obtain Post PC plan approval and permits.

### Financial Impact

Below is an estimate of the average consultant fees that will be charged by our consultant on an hourly basis:

\$1,500 Grading and Drainage Plan Review  
\$1,500 Grading Only Plan Review  
\$1,000 Water  
\$1,000 Wastewater



HISTORIC  
FRANKLIN  
TENNESSEE

# MEMORANDUM

---

## \$1,000 Reclaimed Water

The City will collect the fee from the applicant and authorize the City Consultant to initiate the plan review process. Following their approval the project co-leaders will meet with the City consultant to discuss/review the outstanding issues, approve the plans and issue permits. These fees have been established in a manner to ensure that we cover the cost associated with this service and will need to be re-evaluated on occasion. The Engineering Department has budgeted \$50,000 as part of the FY2014-2015 approved budget to cover the cost of any potential overruns associated with this service.

### **Recommendation**

Staff recommends approval of Ordinance 2014-24 “An Ordinance Amending the City of Franklin Municipal Code, Appendix A – Comprehensive Fees and Penalties, Chapter 16. Streets and Sidewalks, Etc and Chapter 18 Water and Sewer.

**ORDINANCE NUMBER 2014-24**

**TO BE ENTITLED: “AN ORDINANCE AMENDING THE CITY OF FRANKLIN MUNICIPAL CODE, APPENDIX A - COMPREHENSIVE FEES AND PENALTIES, CHAPTER 16. STREETS AND SIDEWALKS, ETC AND CHAPTER 18. WATER AND SEWER”**

**WHEREAS**, the City of Franklin, Tennessee (City) provides plan review services related to private development to ensure compliance with various City Ordinances, City Development Standards and Federal and State Requirements; and

**WHEREAS**, plan review services are provided for the protection of the public health, safety and welfare; and

**WHEREAS**, the City desires to utilize consultants to provide an option for an expedited Post Planning Commission plan review and approval; and

**WHEREAS**, due to the cost of materials and labor, it is necessary to set fees for the City to be reimbursed for these costs; and

**WHEREAS**, the State of Tennessee requires that rates and fees be charged adequately in order to cover costs of such service.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, TENNESSEE, AS FOLLOWS:**

**SECTION I:** That Title 16, Appendix A of the City of Franklin Municipal Code is hereby amended to delete the following text noted with a ~~strikethrough~~ and to add the following text noted in **bold**:

**CHAPTER 16. STREETS AND SIDEWALKS, ETC;  
APPENDIX A – COMPREHENSIVE FEES AND PENALITES**

Right-of-Way Permit, <b>Plan Review</b> and Inspection Fees	
<del>Roadway Plan Review</del>	<del>\$300</del>
<del>Grading and Drainage Plan Review</del>	<del>\$300</del>
<b>Grading and Drainage Plan Review Fee</b>	<b>\$600</b>
<b>Grading Only Plan Review Fee</b>	<b>\$300</b>
<b>Grading and Drainage Plan Review Fee with Consultant Expedited POST PC Review</b>	<b>\$1,500 Per submittal/review</b>
<b>Grading Only Plan Review Fee with Consultant Expedited POST PC Review</b>	<b>\$1,500 Per submittal/review</b>

**SECTION II:** That Title 18, Appendix A of the City of Franklin Municipal Code is hereby amended to delete the following text noted with a ~~strikethrough~~ and to add the following text noted in **bold**:

**CHAPTER 18. WATER AND SEWER  
APPENDIX A – COMPREHENSIVE FEES AND PENALITES**

Plan Review Fees	
Water	\$300
Wastewater	\$300
Reclaimed Water	\$300
<b>Water Plan Review Fee</b>	<b>\$300</b>
<b>Wastewater Plan Review Fee</b>	<b>\$300</b>
<b>Reclaimed Water Plan Review Fee</b>	<b>\$300</b>
<b>Water Plan Review Fee with Consultant Expedited POST PC Review</b>	<b>\$1,000 Per submittal/review</b>
<b>Wastewater Plan Review Fee with Consultant Expedited POST PC Review</b>	<b>\$1,000 Per submittal/review</b>
<b>Reclaimed Water Plan Review Fee with Consultant Expedited POST PC Review</b>	<b>\$1,000 Per submittal/review</b>

**SECTION III:** BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, Tennessee, that this ordinance shall take effect from and after its passage on second and final reading, the health, safety and welfare of the citizens of Franklin, Tennessee requiring it.

**ATTEST:**

**CITY OF FRANKLIN, TENNESSEE:**

By: \_\_\_\_\_  
ERIC S. STUCKEY  
City Administrator/Recorder

By: \_\_\_\_\_  
DR. KEN MOORE,  
Mayor

**PASSED FIRST READING:** \_\_\_\_\_

**PUBLIC HEARING:** \_\_\_\_\_

**PASSED SECOND READING:** \_\_\_\_\_