



HISTORIC  
FRANKLIN  
TENNESSEE

# Neighborhood Meeting Notice Application

*Department of Planning and Sustainability*

## APPLICANT INFORMATION:

<b>Name:</b>	Scotty M. Bernick		
<b>Organization:</b>	Ragan-Smith Associates, Inc.		
<b>Phone:</b>	615-244-8591	<b>Fax:</b>	615-244-6739
<b>Email:</b>	<a href="mailto:sbernick@ragansmith.com">sbernick@ragansmith.com</a>		
<b>Street:</b>	315 Woodland Street		
<b>State:</b>	TN	<b>ZIP:</b>	37206

## PROJECT INFORMATION:

<b>Proposed Name of Project:</b>	The Madison Franklin	<b>Address or Parcel(s) of Property:</b>	801 Del Rio Pk, Franklin, TN 37064
<b>Project Type:</b>	<input type="checkbox"/> Site Plan; Bed and Breakfast <input checked="" type="checkbox"/> Development Plan & Rezoning <input type="checkbox"/> Development Plan only <input type="checkbox"/> Envision Franklin Amendment		
<b>Describe proposed development: (proposed uses, square footages, dwelling unit count, etc.)</b>	Removal of (8) existing Multi-family units and addition of (72) new multi-family units netting (64) additional units to the overall development density. (1) Building will be demolished & (3) new Buildings will be constructed.		
<b>Base Zoning District:</b>	SD-R	<b>Proposed Base Zoning District (if applicable):</b>	SD-R
<b>Any Existing Overlay Districts? HPO/FFO/FWO/HHO/CAO</b>		<b>Pre-application Meeting Date:</b>	12/03/2019

## NEIGHBORHOOD MEETING INFORMATION:

<b>Location of the Neighborhood Meeting (please check one):</b>	<input checked="" type="checkbox"/> City Hall 109 3 <sup>rd</sup> Avenue South Franklin, TN 37064	<input type="checkbox"/> Other (specify):
<b>Date &amp; Time of the Neighborhood Meeting (1<sup>st</sup> and 2<sup>nd</sup> choices):</b>	1 <sup>st</sup> – 12/03/2019 @ 6:30 PM	2 <sup>nd</sup> – 12/05/2019 @ 6:30 PM
<b>Aldermanic Ward:</b> <input type="checkbox"/> Ward 1 <input checked="" type="checkbox"/> Ward 2 <input type="checkbox"/> Ward 3 <input type="checkbox"/> Ward 4	<b>City of Franklin Planner Contact:</b>  Joey Bryan	

# Policies for Required Neighborhood Meetings

*A meeting not conducted in accordance with the following policies shall be considered to not have satisfied the requirements of Section 2.4.2(6)(d) of the Franklin Zoning Ordinance.*

**LOCATION:** The meeting shall be held in City Hall. Requests for other locations must be approved by City staff. If held somewhere other than City Hall, the location must be an enclosed or otherwise weather-proofed and hospitable building that has adequate restroom facilities, seating provided for a majority of the participants, and is handicapped accessible.

**DATE/TIME:** The neighborhood meeting shall only take place Monday through Thursday at a specified time between the hours of 5pm and 8pm. The neighborhood meeting shall not conflict with a regular or special called meeting of the BOMA or FMPC.

**SCHEDULING:** The applicant shall work with the Planning Department on the time, date, and location of the neighborhood meeting and it must be *confirmed at least 10 days prior to the date of the neighborhood meeting*. Neighborhood meetings must be held prior to an application's initial submittal in IDT.

**NOTIFICATION:** The applicant shall notify the surrounding property owners of the neighborhood meeting *at least 7 days prior to the neighborhood meeting via 1<sup>st</sup> class mail*. A list of addresses will be provided by the Planning Department. A sample notification letter has been included with this form. The applicant shall also notify, via first class mail or e-mail, the members of the Planning Commission and the Board of Mayor and Alderman about the time, date, and location of the neighborhood meeting at least 7 days prior the neighborhood meeting.

**MEETING FORMAT:** The neighborhood meeting will last one hour. The applicant shall follow the following format:

- |               |   |
|---------------|---|
| 10-15 minutes | open dialogue portion; have printout of plan available, and have staff available to answer questions informally regarding quick inquiries |
| 15 minutes    | applicant gives slide presentation to group   |
| 30 minutes    | applicant answers questions from group; applicant to be at table in front of the room and questions to be asked at the podium             |

**ROLES AND RESPONSIBILITIES:** The applicant is responsible for presenting the information at the meeting. The City staff will be responsible for ensuring that the Board Room is unlocked and properly set up prior to the meeting time. Staff will also lock the Board Room and City Hall after the meeting.

# NEIGHBORHOOD MEETING NOTICE

November 25, 2019

Hello! You are receiving this letter to provide public notice of an upcoming Neighborhood Meeting for a proposed development on the property located at 801 Del Rio Pk, Franklin, TN 37064. The meeting will be held on 12/03/2019 at 6:30 pm at the City Hall Board Room (109 3<sup>rd</sup> Avenue S).

## Project Description:

Demolition of (1) existing building containing (8) multi-family units and an addition of (3) new buildings containing (72) units netting (64) new multi-family units within the development.

## Why are you receiving this letter?

The proposed project is within 500' of your property.

## What is the purpose of the meeting?

The purpose of the meeting is to make citizens aware of a potential new development within your immediate vicinity and allow you to engage with the applicant early in the review process. The meeting is meant to be informative and provide an opportunity to ask questions directly to the developers about the project. If the project continues with a formal application to the city, it will go through a Public Hearing process. Please be aware that Public Hearings do **not** involve a question and answer session.

## Will the project be voted on at this meeting?

No. The neighborhood meeting is for informational purposes only. The project, should the applicant continue with a formal application, will be reviewed by the Franklin Municipal Planning Commission (FMPC) and may also be reviewed by the Board of Mayor and Aldermen (BOMA). Both the FMPC and BOMA meetings will be publicly noticed and will include time for citizens to speak to the project at formal Public Hearing sessions.

## Format of the meeting:

<b>6:30 – 6:40 pm</b>	informal discussion; time to ask quick questions or take a closer look at the plan
<b>6:40 – 6:55 pm</b>	formal presentation by the applicant to discuss the main points of the plan
<b>6:55 – 7:30 pm</b>	question and answer time; citizens will ask questions at a podium so all in attendance can hear each question

## Can you see the proposed plans prior to the meeting?

Absolutely! There is a copy of the proposed plan included with this mailing. If you have any questions prior to the meeting, feel free to contact the applicant: Their contact information is:

Scotty Bernick, Ragan-Smith Associates, Inc.

Email: [sbernick@ragansmith.com](mailto:sbernick@ragansmith.com)

Phone: 615-244-8591

**Meeting Date: 12/03/2019 Time: 6:30 pm**  
**Location: City Hall 109 3<sup>rd</sup> Avenue S, Franklin, TN 37064**

**Applicants!**

**Provide a copy of the proposed plan on the back of the mailing, or as a separate page in the mailing. It is not required to be in color, but may help better inform residents.**

**OWNER AFFIDAVIT**  
**City of Franklin, Tennessee**

We/I \_\_\_\_\_ FRANKLIN MEADOWVIEW PTNRS LLC \_\_\_\_\_

(Please print Name/Names in Full)

being duly sworn, depose and say(s) that (I am)/(we are) the owner(s) of the property described as:

\_\_\_\_\_ Williamson County Tax Map 63, Parcel 11.00 \_\_\_\_\_

(Property Parcel/Tax ID Number)

and located at:

\_\_\_\_\_ 801 Del Rio Pk, Franklin, TN 37064 \_\_\_\_\_

(Street Address)

am fully aware of the request for development approval in the City of Franklin, Tennessee. Furthermore, (I)/ (we) hereby appoint

\_\_\_\_\_ Ragan-Smith Associates, Inc. (Scotty Bernick) \_\_\_\_\_

(Please print Name/Names in Full)

to act as my/our authorized agent on my/our behalf on all matters pertaining to the processing and obtaining the application with the exception of legal documents for recording purposes.

\_\_\_\_\_  
Signature

\_\_\_\_\_ 3520 Piedmont Rd NE# 410 \_\_\_\_\_

Property Owner Mailing Address

\_\_\_\_\_ Atlanta, GA 30305 \_\_\_\_\_

City, State & Zip

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**PUBLIC NOTICE AFFIDAVIT**  
**City of Franklin, Tennessee**

We/I \_\_\_\_\_ Ragan-Smith Associates, Inc. (Scotty Bernick)

(Please print Name/Names in Full)

being duly sworn, depose and say(s) that (I am)/(we are), acting as the authorized agent on all matters pertaining to the processing of the development application for the property described as:

\_\_\_\_\_ Tax Map 63, Parcel 11.00

(Property Parcel/Tax ID Number)

and located at:

\_\_\_\_\_ 801 Del Rio Pk, Franklin, TN 37064

(Street Address)

have/has provided a mailed first-class notice in accordance with section 2.3.8 of the Franklin Zoning Ordinance, **within 7 days of the meeting**, which included the following:

1. The address or location of the property subject to the submittal;
2. A brief description of the property (e.g., legal description, nearby streets and intersections);
3. Date, time, and location of the public meeting or hearing; Nature, scope, and purpose of submittal;
4. Information on where the public can view the application and where they may be heard;
5. Information on where the public can submit written comments.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:\_\_\_\_\_