



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, AUGUST 13, 2013 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by Greg Anderson, Central Baptist Church

FUTURE MEETINGS

Historic Preservation Commission, August 19 at 7 p.m.

BPACC Advisory Board, August 20 at 6 p.m.

Bartlett Arts Council, August 20 at 7 p.m.

Design Review Commission, August 20 at 7 p.m.

RECOGNITIONS

Recognize recently promoted detectives Robert Allen and Laurie Thompson

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the July 23, 2013 Board of Mayor and Aldermen Regular Meeting

Minutes of the August 5, 2013 Board of Mayor and Aldermen Special Called Meeting

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 13-10, an ordinance revoking previously enacted City of Bartlett Ordinance 12-08. (Ed McKenney, City Attorney)**

The public hearing is set for August 22, 2013.

- 2 **Second Reading of Ordinance 13-11, an ordinance to add a new section to Chapter 7 of Title 20 of the Codified Ordinances of the City of Bartlett to establish a municipal school board and to submit the special election of the members of the Municipal School Board to the qualified voters of the City of Bartlett on November 7, 2013, or an election to be held on some other appropriate date. (Ed McKenney, City Attorney)**

The public hearing is set for August 22, 2013.

CONSENT AGENDA

- 1 **Special seasonal event permit for Big Jim's Christmas Trees and Pumpkins. (Jim Brown, Director of Code Enforcement)**

This event will be held from September 20 to December 20, 2013 at the Stage Road Plaza Shopping Center from 9 a.m. to 8 p.m. daily.

- 2 **Authorization to auction surplus property. (Dick Phebus, Director of Finance)**

Fourteen items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com

- 3 **Facility maintenance fee payment to the Tennessee Department for Environment and Conservation for Fiscal Year 2013. (Rick McClanahan, Director of Engineering)**

The City's current number of water system connections is 20,551, at \$1.30 per connection, the City's total is \$26,716.30. Funds are available in account 510.51200.644.

- 4 **Bid for Water Treatment Plant chemical testing. (Rick McClanahan, Director of Engineering)**

Recommend accepting the lower bid from Underwriter Laboratories, LLC in the amount of \$14,390.00. Funds are available in account 510.51200.629.

- 5 **Planning Commission report for August 2013. (Terry Emerick, Director of Planning and Economic Development)**

NEW BUSINESS

- 1 **Resolution 17-13, a resolution to delete uncollectible property taxes, interest, penalties and associated costs from the City of Bartlett tax rolls. (Dick Phebus, Director of Finance)**

- 2 **Set a public hearing for September 10, 2013 for Resolution 14-13, a resolution approving a Special Use Permit for an assisted living facility to be located on the northwest side of Highway 70, approximately 350 feet northeast of Summerdale. (Terry Emerick, Director of Planning and Economic Development)**

- 3 **First Reading of Ordinance 13-12, an ordinance to Rezone from O-R-1, SC-1 to RS-12 Property on the Northwest Side of Highway 70, approximately 350-feet Northeast of Summerdale Drive. (Terry Emerick, Director of Planning and Economic Development)**

The public hearing to be set for September 10, 2013.

- 4 **Annual update from Shelby County Trustee David Lenoir. (A. McDonald, Mayor)**

- 5 **Presentation on I-40/I-240 Interchange Project (A. McDonald, Mayor)**

OPEN DISCUSSION**ADJOURNMENT**



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JULY 23, 2013 - BARTLETT CITY HALL - 7 PM

CALL TO ORDER

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Stephen Shepard, Bartlett United Methodist Church

FUTURE MEETINGS

City Beautiful Commission, August 1 at 7 p.m.

Family Assistance Commission, August 5 at 7 p.m.

Planning Commission, August 5 at 7 p.m.

Bartlett Station Commission, August 7 at 7:30 a.m.

Parks and Recreation Advisory Board, August 8 at 7 p.m.

Bartlett Historical Society, August 12 at 7 p.m.

RECOGNITIONS

Boy and Girl Scouts

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the July 9, 2013 Board of Mayor and Aldermen Regular Meeting

Minutes Acceptance: Minutes of Jul 23, 2013 8:00 PM (MINUTES ACCEPTANCE)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

I. Ordinance 13-09, an ordinance to designate the old Bartlett Baptist Church Sanctuary, 5868 Stage Road, a historic landmark.

No one spoke in favor or in opposition.

The public hearing was adjourned at 7:03 p.m.

UNFINISHED BUSINESS

I Third Reading of Ordinance 13-09, an ordinance to designate the old Bartlett Baptist Church Sanctuary, 5868 Stage Road, a historic landmark. (Terry Emerick, Director of Planning and Economic Development)

Mr. Emerick explained that the Historic Preservation Commission nominated the former Bartlett Baptist Church sanctuary to be a local landmark. The church was originally known as Prosperity Baptist. The sanctuary's structure was built in 1871 and became known as Bartlett Baptist Church in the 1890s.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

I Annual Bartlett Kid's Triathlon (David Thompson, Director of Parks and Recreation)

The event is scheduled for Saturday, August 3 starting at 7:30 a.m. and will take place in and around the Bartlett Recreation Center.

2 Bid for Initial Attack Brush Truck. (Terry Wiggins, Fire Chief)

Recommend accepting the lower bid from Deep South Fire Trucks at a cost of \$122,330.00 Unit Price or Total Cost. Funds are available in account 31148 311 785 25613.

Minutes Acceptance: Minutes of Jul 23, 2013 8:00 PM (MINUTES ACCEPTANCE)

- 3 Data Driven, Watson Field Reporting Maintenance (Gary Rikard, Chief of Police)**
Request to renew service agreement and receive upgrades with Data Driven for Watson Field Reporting Suite in the amount of \$36,267.00. Funds are available in account 110.42100.264.
- 4 Amendment to Commercial Site Plan Contract for Dollar General-Highway 70. (Rick McClanahan, Director of Engineering)**
Developer, Ware Properties, LLC, will an additional \$2,000 in City fees to account for future driveway replacement . The bond is unchanged and set at \$104,714.00.

NEW BUSINESS

There is no new business.

OPEN DISCUSSION

Mayor McDonald stated that the Board will hold a Special-Called Meeting on Monday, August 5 at 6:30 p.m. to hear the first of three readings on an ordinance to create a municipal school board.

ADJOURNMENT

Meeting adjourned at 7:06 PM

W. C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Jul 23, 2013 8:00 PM (MINUTES ACCEPTANCE)



BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

MONDAY, AUGUST 5, 2013 - BARTLETT CITY HALL - 6:30 PM

CALL TO ORDER

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

NEW BUSINESS

- I **First Reading of Ordinance 13-10, an ordinance revoking previously enacted City of Bartlett Ordinance 12-08. (Ed McKenney, City Attorney)**

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 8/13/2013 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	Emily Elliott, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

The public hearing to be set for August 22, 2013.

- 2 **First Reading of Ordinance 13-11, an ordinance to add a new section to Chapter 7 of Title 20 of the Codified Ordinances of the City of Bartlett to establish a municipal school board and to submit the special election of the members of the Municipal School Board to the qualified voters of the City of Bartlett on November 7, 2013, or an election to be held on some other appropriate date. (Ed McKenney, City Attorney)**

RESULT:	APPROVED ON FIRST READING [UNANIMOUS]	Next: 8/13/2013 7:00 PM
MOVER:	David Parsons, Alderman	
SECONDER:	Paula Sedgwick, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

The public hearing to be set for August 22, 2013.

Meeting adjourned at 6:32 AM

Minutes Acceptance: Minutes of Aug 5, 2013 7:30 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 1034)

Meeting: 08/13/13 07:00 PM

Department: Legal

Category: Amendment

Prepared By: Stefanie McGee

Initiator: Ed McKenney

Sponsors:

DOC ID: 1034

Ordinance 13-10, an ordinance revoking previously enacted City of Bartlett Ordinance 12-08.

WHEREAS, The City of Bartlett enacted Ordinance 12-08 on May 29, 2012; and

WHEREAS, The Board of Mayor and Aldermen of the City of Bartlett has determined that Ordinance 12-08 should be revoked; and

WHEREAS, A public hearing before the Board of Mayor and Aldermen on this Ordinance was held on August 22, 2013, pursuant to notice thereof being published in a newspaper of general circulation within the City of Bartlett on August 7, 2013.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF BARTLETT, TENNESSEE, THAT:

Section 1. Ordinance 12-08, which was enacted by the Board of Mayor and Aldermen of the City of Bartlett on May 29, 2012, is hereby revoked.

Section 2. BE IT FURTHER ORDAINED that this ordinance shall take effect upon its passage on third and final reading, the health, safety and welfare of the citizens requiring it.

ADOPTED this 22nd day of August, 2013

First Reading: August 5, 2013

Second Reading: August 13, 2013

Third Reading: August 22, 2013

W. C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

HISTORY:

08/05/13 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 08/13/13



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 1035)

Meeting: 08/13/13 07:00 PM
Department: Legal
Category: Amendment
Prepared By: Stefanie McGee
Initiator: Ed McKenney
Sponsors:
DOC ID: 1035

Ordinance 13-11, an ordinance to add a new section to Chapter 7 of Title 20 of the Codified Ordinances of the City of Bartlett to establish a municipal school board and to submit the special election of the members of the Municipal School Board to the qualified voters of the City of Bartlett on November 7, 2013, or an election to be held on some other appropriate date.

- WHEREAS, Article II, § 2.02(26) of the Charter for City of Bartlett gives the City of Bartlett the specific right to establish public schools; and
- WHEREAS, The City of Bartlett enacted City of Bartlett Ordinance 13-06 on May 23, 2013 calling for a special referendum on the creation and funding of a municipal school system in the City of Bartlett to be held on July 16, 2013, or some other appropriate date; and
- WHEREAS, The question presented by the municipal special referendum on the creation and funding of a municipal school system was answered in the affirmative by a majority of the qualified voters of the City of Bartlett participating in the referendum, showing the people of the City of Bartlett have indicated their willingness to meet the standards of adequacy and funding requirements set forth by State Board of Education Rule 0520-1-8-.01 and Tennessee Code Annotated § 49-2-106(b)(3) and authorizing the creation of a municipal school system in the City of Bartlett; and
- WHEREAS, The Tennessee Legislature passed Public Chapter No.256 of the 2013 Public Acts to amend Title 49 relative to local educational agencies, including Tennessee Code Annotated § 49-2-127(b), which authorizes the governing body of a municipality to establish, by ordinance, a municipal board of education in compliance with Tennessee Code Annotated § 49-2-201; and
- WHEREAS, Tennessee Code Annotated § 49-2-127(b) provides that there shall be not less than three (3) nor more than eleven (11) members of the municipal board of education; and
- WHEREAS, Tennessee Code Annotated § 49-2-127(b) provides that the members of the municipal board of education shall be elected in the same manner, either from districts or at large, or a combination of both, used to elect the members of the governing body of the municipality; and
- WHEREAS, Tennessee Code Annotated § 49-2-127(b) provides that the governing body of

the municipality shall establish initial terms for members of the municipal board of education that vary in length, provided that all subsequently elected members, other than members to fill a vacancy, shall be elected to four-year terms; and

WHEREAS, Tennessee Code Annotated § 49-2-127(b) provides that the initial municipal school board shall take office on the first day of the first month following certification of the results of the election to select the members of the initial municipal board; and

WHEREAS, The City of Bartlett elects its governing body from the municipality at large under Article III, § I of the Charter for City of Bartlett; and

WHEREAS, The Board of Mayor and Aldermen has determined that the municipality is authorized by its charter to operate a municipal school system, and would possess a student population of sufficient size to comply with State requirements; and

WHEREAS, The Board of Mayor and Aldermen desires to establish a municipal school board to plan and manage the formation of a municipal school district as well as to manage and operate a municipal school district for the City of Bartlett to take effect at the beginning of the 2014-2015 school year or as soon thereafter as practical, such school district being deemed necessary to promote the education, health, safety, and morals of the residents of the City of Bartlett; and

WHEREAS, The Board of Mayor and Aldermen intends to enact an ordinance establishing a municipal school board for a municipal school district in the City of Bartlett and authorizing the election of school board members on November 7, 2013 or some other appropriate date and, further, establishing the number of school board members, manner of electing school board members, initial terms for school board members that vary in length, and compensation of school board members; and

WHEREAS, A public hearing before the Board of Mayor and Aldermen on this Ordinance was held on August 22, 2013, pursuant to notice thereof being published in a newspaper of general circulation within the City of Bartlett on August 7, 2013.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF BARTLETT, TENNESSEE, THAT:

Section 1. A municipal school board for the City of Bartlett shall be established in compliance with applicable State law.

Section 2. The municipal school board for the City of Bartlett shall consist of five (5) members to be elected from the municipality at large. The Board positions shall be designated as

positions one (1) through five (5). In filing for election, a candidate shall select and identify the position sought.

Section 3. In order to be eligible to be a member of the municipal school board for the City of Bartlett, one must be a citizen of the State of Tennessee, have achieved a high school diploma or GED, have attained the age of eighteen (18) years at the time of their election, be a resident and qualified voter of the City of Bartlett and have lived within the corporate limits of the City of Bartlett for a period of one (1) year immediately preceding the filing deadline for the election, and filed documentation satisfactory to the Shelby County Election Commission evidencing same, and must otherwise meet all other requirements of applicable State law at the time one seeks election.

Section 4. All elections for the municipal school board for the City of Bartlett shall be conducted on a non-partisan basis.

Section 5. No member of the governing body of the City of Bartlett shall be eligible for election as a member of the municipal school board for the City of Bartlett.

Section 6. The initial terms for members of the municipal school board for the City of Bartlett shall vary in length, provided that all subsequently elected members, other than members appointed to fill a vacancy, shall be elected to four-year terms, with members elected to even numbered positions for an initial term of one (1) year and members elected to odd numbered positions for an initial term of three (3) years, as follows:

POSITION 1: Initial three (3) year term

POSITION 2: Initial one (1) year term

POSITION 3: Initial three (3) year term

POSITION 4: Initial one (1) year term

POSITION 5: Initial three (3) year term

Section 7. Members of the municipal school board for the City of Bartlett may succeed themselves.

Section 8. Vacancies occurring on the municipal school board for the City of Bartlett shall be filled by the Board of Mayor and Aldermen by appointment of a person who would be eligible to serve as a member of the municipal school board, with such member to serve until a successor is elected and qualifies according to applicable law, the successor to be elected at the next general election for which candidates have sufficient time to qualify under applicable law.

Section 9. The initial municipal school board for the City of Bartlett shall take office on the first day of the first month following certification of the results of the election to select the members of the initial municipal board.

Section 10. Compensation for the chairperson of the municipal school board for the City of Bartlett shall be \$4,000.00 per annum and compensation for all other members of the municipal school board for the City of Bartlett shall be \$3,600.00 per annum. The Board of Education shall have the full right, power and authority to reimburse any elected board member for any reasonable out of pocket expenses incurred by said member in travel, or other reasonable expenses actually incurred by said member in serving the municipal school board in accordance with City policy.

Section 11. A municipal special election to select the members of the initial municipal school board of the City of Bartlett shall be held on November 7, 2013, or on another appropriate date.

Section 12. The City of Bartlett, in accordance with state law, shall file this ordinance with the Shelby County Election Commission with a request that the special election to select the members of the initial municipal school board of the City of Bartlett be held on November 7, 2013.

Section 13. If the Shelby County Election Commission cannot hold the special election to select the members of the initial municipal school board of the City of Bartlett on said November 7, 2013, the election shall be held on a date within the time prescribed by applicable State law.

Section 14. BE IT FURTHER ORDAINED that this ordinance shall take effect upon its passage on third and final reading, the health, safety and welfare of the citizens requiring it.

ADOPTED this 22nd day of August, 2013

First Reading: August 5, 2013

Second Reading: August 13, 2013

Third Reading: August 22, 2013

W. C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

HISTORY:

08/05/13 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 08/13/13

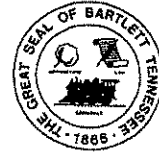
**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 08/13/13 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special seasonal event permit for Big Jim's Christmas Trees and Pumpkins.



APPLICATION FOR SPECIAL EVENT
OFFICE OF
BARTLETT CODE ENFORCEMENT
6382 STAGE ROAD
BARTLETT TN 38134
901-385-6425

6777 Stage Rd. 38134
 Address Zip Code
9/20/13 - 12/20/13 9 AM - 8 PM
 Dates of the Event Hours of the Event
Seasonal Sales Christmas Trees / Pumpkins
 Type of Event (Fund Raiser, Seasonal, Tent Sale, Sidewalk Sale, Public Attraction)
Greve Boyd
 Property Owner
Jimmy Wade Big Jim's Christmas Trees 3607 Ma. Bartlett
 Special Event Permit Applicant Address of Applicant
(901) 568-0505
 Phone Number Fax Number

Check all items that apply:

For information call (901) 385-6425.

☐ Letter of Permission
☐ Insurance
☒ Tents (Fire Retardant letter included)
☒ Special Event Checklist
☒ Map
☒ Sign or Banner

\$60.00 Special Event Fee
\$4.00 Permit Issuing Fee

 Total

[Signature]
 Responsible Person

7/26/2013
 Date

****Notify building department 10 days prior to Special Event to be held unless it is a Public Attraction which requires approval from the Board of Mayor & Aldermen.****

APPROVAL

This application is not a permit and grants no rights or privileges.

Attachment: Big Jim's Christmas Trees-Special Event 2013 (1036 : Special Event - Big Jim's Trees)

Special Event Checklist

Event: Christmas Tree / Pumpkins Seasonal Sales
 Location: 6777 Stage Rd.
 Dates: 9 / 20 / 13 - 12-20-13

Type of special event: (Check one.)

- | | |
|--|--|
| <p>☐ <i>Type 1: Noncommercial Events.</i> Fund-raising or non-commercial events held outside an enclosed permanent structure, including parades, advertised demonstrations, or events, including structures used in conjunction with the event.</p> <p>☒ <i>Type 2: Special Seasonal Events.</i> Farmers' market, Christmas tree sales, fruit, flower or vegetable sales, or sale of other seasonal products, when sold other than on the site where grown, constructed or assembled.</p> | <p>☐ <i>Type 3: Commercial Events.</i> Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.</p> <p>☐ <i>Type 4: Public Attractions.</i> Significant outdoor public events intended primarily for entertainment or amusement, such as carnivals, concerts, or festivals, including fireworks displays. Requires approval by the Board of Mayor and Aldermen.</p> |
|--|--|

Exempt events: (If any of these apply, the special event is exempt from the permit requirement.)

- | | |
|--|--|
| <p>☐ <i>Public property.</i> Any special event wholly on public streets and right-of-ways or other property of the City, excluding public parks, which special event is allowed specifically or generally by action of the Board of Mayor and Aldermen.</p> <p>☐ <i>Public parks.</i> Any special event held within a public park. (Although exempt from this Section, these types of special events shall be governed by other provisions of the Codified Ordinances regulating conduct in City parks and recreation areas.)</p> <p>☐ <i>City sponsorship.</i> Any special event sponsored or co-sponsored by the City. Such event shall, however, be in compliance with the performance standards in Section 27.F.</p> <p>☒ <i>Special use permit or site plan.</i> Any business already operating under a special use permit or site plan that authorizes the display and sale of outdoor goods or authorizes the operation of any special event as defined herein.</p> <p>☐ <i>Yard sales.</i> Yard sales regulated under Article VI, Section 1 of the Zoning Ordinance.</p> | <p>☐ <i>Auctions/estate sales.</i> Auctions/estate sale for individual property that is not considered a special event and is conducted by duly licensed auctioneers.</p> <p>☐ <i>Business deliveries.</i> Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.</p> <p>☐ <i>Certain solicitations.</i> Solicitors for charitable, non-profit or religious organizations who go from dwelling to dwelling, business to business, street to street, taking or attempting to take orders for goods, wares and merchandise are exempt from these provisions, provided these organizations meet the Internal Revenue Service Criteria to qualify as a charitable, non-profit or religious organization.</p> <p>☐ <i>First Amendment activity.</i> The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.</p> <p>☐ <i>Political campaigning.</i> Campaigning for public office.</p> |
|--|--|

Performance standards:

	Sub- mitted ✓ or X	OK	N/A		Comments
1		✓		<i>Location.</i> Special events that do not require the use of public right-of-way shall be conducted on private property in a commercial or industrial zoning district, except that non-profit organizations may conduct special events on any property where the owner has granted permission.	
2		✓		For all special events that require the use of public right-of-way, the permit granted shall clearly specify the streets to be used for the event and the time that the streets will be closed, if applicable.	
3		✓		Type 3 outdoor sales must be conducted by an existing permanent business adjacent to and on the property of the location of the permanent business. The outdoor sales are to be conducted as an adjunct to the existing permanent business.	
4		✓		<i>Land-use compatibility.</i> The special event shall be compatible with the purpose and intent of this Section and with adjacent land uses.	
5		✓		The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6		✓		The special event shall not endanger or be detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the special event, given the nature of the activity, its location on the site and its relationship to parking and access points.	
7		✓		<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8		✓		Any temporary structure shall be promptly removed upon the cessation of the event. Within forty-eight (48) hours of cessation of the event, the site shall be returned to its previous condition, including the removal of all litter, signage, attention-attracting devices or other evidence of the special event. If the site is not returned to its previous condition, the City may restore the site at the event coordinator's expense.	

	Sub- mitted ✓ or X	OK	N/A		Comments										
9		✓		<i>Hours of operation and duration.</i> The duration and hours of operation of a special event shall be consistent with the surrounding land uses. The total duration of a special event shall not exceed the duration set forth in Table VI.27-1; however, the duration of the special event may be modified by conditions attached to the issuance of the special event permit, as set forth in Section 27.F. Table V.27-1: Special Event Maximum Duration <table><tr><th>Type of Special Event</th><th>Duration</th></tr><tr><td>Type 1: Noncommercial</td><td>30 days</td></tr><tr><td>Type 2: Special Seasonal</td><td>90 days</td></tr><tr><td>Type 3: Commercial</td><td>14 days</td></tr><tr><td>Type 4: Public Attractions</td><td>14 days</td></tr></table>	Type of Special Event	Duration	Type 1: Noncommercial	30 days	Type 2: Special Seasonal	90 days	Type 3: Commercial	14 days	Type 4: Public Attractions	14 days	Sept 21 2013 thru Dec 21 2013 9 AM - 8 PM
Type of Special Event	Duration														
Type 1: Noncommercial	30 days														
Type 2: Special Seasonal	90 days														
Type 3: Commercial	14 days														
Type 4: Public Attractions	14 days														
10		✓		In addition to the maximum duration as set forth in Table VI.27-1, a shopping center may hold centralized special events, not connected to individual businesses within the shopping center, which do not exceed sixty (60) days in a calendar year. The duration of all special events in a shopping center may be extended on a case by case basis if the special event(s) take place in shopping center parking areas not required for the primary businesses.											
11		✓		<i>Frequency.</i> Except as otherwise provided herein, the maximum frequency of a special event on the same property shall be two (2) times per calendar year, excluding a shopping center. A shopping center shall be allowed to hold four (4) centralized events not connected to any individual business located within the center in addition to those events held by the individual businesses located within the shopping center.											

	Sub- mitted ✓ or X	OK	N/A		Comments
12		✓		Type 3 outdoor sales at a specific location may be permitted only as follows: a. Outdoor sales may be permitted once in each calendar month if the duration is not more than three (3) days. b. Outdoor sales may be permitted once in each calendar quarter if the duration is more than three (3) days but not more than ten (10) days. c. The minimum time between consecutive outdoor sales periods for the same business on the same property shall be fourteen (14) days from the beginning of one period to the beginning of the next period. Permitted durations are not cumulative in any time period, that is, the time periods in both "a" and "b" may not be added together.	
13		✓		<i>Traffic circulation.</i> The special event shall not cause undue traffic congestion or accident potential, given anticipated attendance and the design of adjacent streets, intersections, parking and traffic controls. All sidewalks shall be left open for pedestrian traffic unless special approval is received for blockage. No alleys, driveways, fire lanes or other access points shall be blocked by the special event unless specific approval is granted for the special event.	
14			✓	<i>Street closings.</i> The special event permit recipients shall be responsible for securing, installing and immediate removal upon cessation all barricades and signs when street closings are approved. Large Class III barricades shall be sandbagged to prevent blowing over.	

	Sub- mitted ✓ or X	OK	N/A		Comments
15		✓		<i>Fire safety.</i> The fire department shall be consulted for the following requirements and inspection, as necessary. a. Fire lanes a minimum of 20 feet in width and 12 feet in height or as otherwise approved by the Fire Chief must be provided in order to allow Fire Department access within 150 feet of all structures and on at least two sides of all two-story structures within 500 feet of the location of the special event. b. All fire hydrants in the area of the special event must be left with five (5) feet of clearance on all sides and shall be accessible from the fire lanes that are designated with the event. c. No open fires shall be permitted unless advance approval is obtained from the Fire Department. d. Fire extinguishers shall be available as determined by the Fire Chief. e. Temporary electrical wiring for the special event shall be installed in accordance with the requirements of the National Electrical Code. f. Tents shall comply with the Fire Code and applicable building codes. g. Exit signs and proper exiting aisles shall be provided in temporary special event structures.	
16		✓		<i>Off-street parking.</i> The event shall not create a parking shortage for any other use. All off-street parking surfaces used for the special event shall be concrete or asphalt.	
17		✓		<i>Public conveniences and litter control.</i> Adequate on-site rest room facilities and solid waste containers shall be provided. The applicant shall calculate the demand for such facilities and specify how the need will be addressed.	
18		✓		<i>Nuisances.</i> The special event shall not generate excessive noise, dust, smoke, glare, spillover lighting or other forms of environmental or visual pollution.	

	Sub- mitted ✓ or X	OK	N/A		Comments
19		✓		<i>Area of parking lot dedicated to outdoor special events.</i> a. No more than ten (10) percent of the parking stalls required for the structure associated with the parking lot in which the special event occurs shall be permitted to be used for a special event. Regardless of how many stalls are occupied by the special event, no special event that occurs in the parking lot for a permanent structure may cause a parking shortage for primary and accessory uses associated with that structure. b. No spikes, nails, anchors or other devices shall be driven into any public street, sidewalk or parking lot surface or into any existing concrete or asphalt. Such devices may be used on private parking lots provided any damage resulting therefrom shall be fixed upon cessation of the event and removal of the devices.	
20		✓		<i>City services.</i> If the applicant requests the City to provide services or equipment, including but not limited to traffic control or security personnel, or if the City otherwise determines that services or equipment are required to protect the public health, safety, or general welfare, the applicant shall be required to reimburse the City for the cost of the services. The City may require the applicant to submit a security deposit, in an amount determined by the Chief Administrative Officer and in the form approved by the City Attorney, prior to the event to ensure that the applicant complies with this provision.	
21		✓		<i>Insurance coverage.</i> Special event permit recipients must show proof of liability insurance at time of application. If the special event will take place on public property, said certificate of insurance shall name the City as an additional insured party in an amount determined by the Chief Administrative Officer based on the nature of the special event.	

Conditions

Conditions deemed necessary to ensure compatibility with adjacent land-uses and to minimize potential adverse impacts on nearby uses:

	Required ✓ or X	N/A		Comments
22	✓		Limitations on signs.	
23	✓		Temporary arrangements for parking and traffic circulation.	
24	✓		Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25	✓		Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26	✓		The posting of security in an amount required by the Permitting Official to help ensure that the operation of the event and the subsequent restoration of the site are conducted according to required special event standards and conditions of approval.	
27	✓		The provision of traffic control or security personnel to ensure the public safety and convenience.	
28	✓		Execution of a "Special event agreement" in a form acceptable to the City Attorney to ensure the indemnification of the City and that public property will be protected and/or restored to its condition prior to the special event.	

Special event permit application, content and submission requirements

A complete application shall be submitted to the Permitting Official at least ten (10) days prior to the requested start date of any special event.

The application shall set forth and contain the following information:

	Sub- mitted ✓ or X	OK	N/A		Comments
29	✓			Name and address of the applicant.	
30	✓			Names and address of the owner of the premises on which the proposed event is to be held.	
31	✓			Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.	
32	✓			Description of the site on which the proposed event is to be held.	
33	✓			Date of the proposed event.	
34	✓			A narrative written description of the proposed event, the hours of operation, anticipated attendance, and any buildings/ structures, signs or attention-attracting devices proposed to be used in conjunction with the event, as well as a statement that the standards set forth in this Section have been satisfied. The narrative written description shall also state what public streets, if any, are requested to be used for the special event.	
35	✓			A site plan in the form and the level of detail as required by the Permitting Official, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.	
36		✓		Location and number of proposed temporary public toilets.	
37		✓		Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.	
38		✓		Any other information deemed necessary by the Permitting Official to ensure compliance with the standards set forth in this Section.	

Special event permit - authorization by Permitting Official

Type 1, 2 and 3 special events (as defined in part B) may be issued a special event permit by the Permitting Official on the form provided by the City when all of the following conditions have been satisfied and continue to be met throughout the special event:

	OK ✓ or X	N/A		Comments
39	✓		A complete application is made on the form provided by the City and a fee paid in accordance with City ordinances.	
40	✓		The application has been reviewed and approved in writing by the Code Enforcement, Fire, Police, and Public Works Departments for traffic control and other safety concerns.	
41	✓		An electrical plan, if required for the special event, is approved by the Director of Code Enforcement.	
42	✓		The Permitting Official determines the following: a. The special event will comply with the special event performance standards...;	
43	✓		b. The special event will not endanger the public health, safety, or general welfare given the nature of the activity, its location on the site, and its relationship to parking and access points;	
44	✓		c. The special event will not impair the usefulness, enjoyment or value of adjacent property due to the generation of excessive noise, smoke, odor, glare, litter, or visual pollution;	
45	✓		d. The special event shall comply with all applicable state and federal health, safety, environmental and other applicable requirements.	

Boyd & Sons Real Estate & Investment, Inc.

8487 Pleasant Ridge Road
Arlington, TN 38002
829-3289

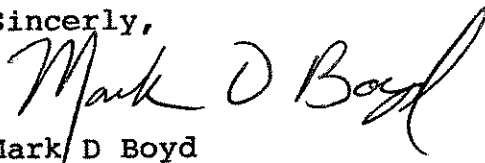
8-5-13 MOB

Bartlett Code Enforcement

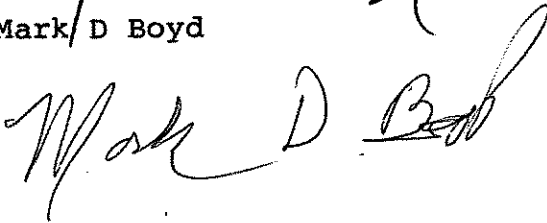
With Your Approval, I give Jimmy Wade permission to sell Pumpkins & Christmas Trees at the Stage Rd Plaza Shopping Center at 6743 Stage Rd. Bartlett, Tenn. 38134.

I appreciate your corporation. Thank You.

Sincerely,



Mark D Boyd





Snooman to
Children to
enjoy only
during Christmas
season like
we do every
year.

3'x15' Banner *

Pumpkins

Christmas Trees

* Same as we
use every year
for appropriate
event

tentnology®

Tentnology® Co.
15427-86th Avenue
Surrey, British Columbia
Canada V3S 2A1

Tel: 604 597-8368
Fax: 604 597-8749
Toll Free (Canada & USA)
1-800-883-8868
Web Site: www.tentnology.com
Email: tent@tentnology.com

TO WHOM IT MAY CONCERN

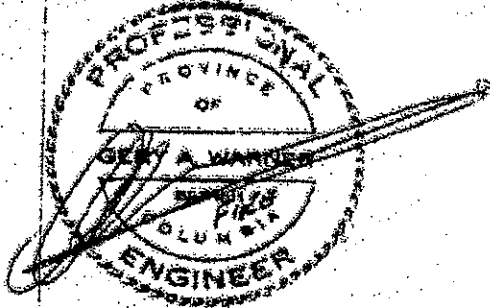
FLAME RETARDANCY

This is to certify that the fabric used to manufacture Tentnology® Marquee, Saddle Span, Mega 4x4 and Max Headroom tents and fabric structures satisfies the following specifications for flame retardancy:

ULC S109 M 1987
NFPA 701 Large Scale Test
State of California Fire Marshall
Underwriters Laboratory - Method 214
National Coal Board Specification 245/1961 for flame retardancy

Tentnology® tents with Tentnology original manufactured parts display the flame certificate on the label for the first two of these - S109 & NFPA 701.

Yours truly,
TENTNOLOGY CO.



Flame Retardancy Admin/Legal/Flame Certificate
Doc 27004 - Rev 1.1

10/1/97

CERTIFICATE OF CONFORMANCE

This is to certify that 533 Yards
 Of material Aeron 27 PP Black
 Shipped to Scherba Industries
 On Customer Order No. 8517 Conforms to the chemical
 Analysis and physical properties of specification PAB 25.853 PAR B
LOT # 95-607 WPG DATE: 7/9/96

Test Reports on file at Plexium Products, El Monte, California subject to examination at any time.

Date: 7/9/96 Signed: Juan Estrada
JUAN ESTRADA/TECHNICAL DIRECTOR

Specimens submitted before me this _____ day of _____ 19____

INDUSTRY PUBLIC



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/05/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TRI-STATE INSURANCE AGENCY, INC 5545 MURRAY RD. SUITE 107 MEMPHIS, TN 38119		CONTACT NAME: NATASHA HICKS PHONE (A/C, No, Ext): 901-767-3379 E-MAIL ADDRESS: hicksn2@nationwide.com FAX (A/C, No): 901-683-1474	
INSURED JAMES R. WADE JR DBA: BIG JIM'S CHRISTMAS TREES 698 ROYER COURT ATLANTA, GA 30342		INSURER(S) AFFORDING COVERAGE INSURER A: NATIONWIDE MUTUAL INSURANCE CO. INSURER B: FIRSTCOMP INSURANCE COMPANY INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					
	☒ COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	☐ POLICY ☐ PRO-JECT ☐ LOC					GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COM/PROP AGG \$ 2,000,000
	☐ ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ALL OWNED AUTOS					BODILY INJURY (Per person) \$
	☐ HIRED AUTOS					BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
	☐ NON-OWNED AUTOS					
	UMBRELLA LIAB					EACH OCCURRENCE \$
	☐ OCCUR					AGGREGATE \$
	EXCESS LIAB					
	☐ CLAIMS-MADE					
	DED ☐ RETENTION \$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N				WC STATUTORY LIMITS
	If Yes, describe under DESCRIPTION OF OPERATIONS below					OTH-ER
						E.L. EACH ACCIDENT \$ 100,000
						E.L. DISEASE - EA EMPLOYEE \$ 100,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

ADDITIONAL INSURED READS IN FAVOR OF CITY OF BARTLETT, ATTENTION: CODE ENFORCEMENT
 6382 STAGE ROAD BARTLETT, TN 38134

CERTIFICATE HOLDER

CANCELLATION

CITY OF BARTLETT, ATTN: CODE ENFORCEMENT 6382 STAGE ROAD BARTLETT, TN 38134	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE TIMOTHY HICKS SR.
---	--

ACORD 25 (2010/05)

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Attachment: Big Jim's Christmas Trees-Special Event 2013 (1036 : Special Event - Big Jim's Trees)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 08/13/13 07:00 PM

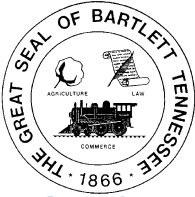
Department: Finance

Category: Report

Prepared By: Stefanie McGee

Department Head: Dick Phebus

Authorization to auction surplus property.



City of Bartlett

A. Keith McDonald, Mayor

MEMORANDUM

Date: August 6, 2013

To: Mayor and Board of Aldermen

From: Dick Phebus, Director of Finance

Re: Authorization to Auction Surplus Property

Article V Section 4 of the Charter of the City of Bartlett designates the authority to the Mayor to sell surplus property with Board approval for items valued over \$500. The following items have been identified as surplus with a potential value of over \$500 and are eligible to be sold at public auction.

<u>Department</u>	<u>Year</u>	<u>Make/Model</u>	<u>Color</u>	<u>Vehicle ID#</u>
Mayor	2000	Ford Explorer XLS	Green	1FMZU62X4YUB71620
Mayor	2000	Ford Crown Victoria	Black	2FAFP74W6YX149920
Public Works	1997	Ford Ranger XL	White	1FTCR15UXVPA24910
Police	1997	Chevrolet Suburban	Maroon	1GNEC16R9VJ344167
Police	2008	Chevrolet Cobalt	Silver	1G1AL58F487335971
Police	1991	Toyota Corolla LE	Red	1NXAE97A7MZ243257
Police	1999	Buick LeSabre Custom	White	1G4HP52K6XH472298
Police	2008	Sony Play Station 3		CM094549416-CECHE01
Police	2008	Sony Play Station 3		CL050335855-CECHE01
Police	2007	Sony Play Station 3		CE739039418-CECHE01

Attachment: List of vehicles and equipment for auction (1044 : Vehicles for auction)

Police	2008	X-BOX 360		3641077 84305
Police		Movado Men's Watch	Silver	89C61453
Public Works	2007	Woods PRO 7200 Finishing Mower	Green	1092645
Public Works	2007	Woods PRO 7200 Finishing Mower	Green	1022894

It is our recommendation that these items be approved to be sold at public auction. If approved, the City of Bartlett will advertise the items to be auctioned on the GovDeals website (www.govdeals.com).

Thank you for your consideration of the above item.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 08/13/13 07:00 PM

Department: Engineering

Category: Contract

Prepared By: Dena Crossnine

Department Head: Rick McClanahan

AGENDA ITEM

**Facility maintenance fee payment to the Tennessee
Department for Environment and Conservation for Fiscal Year
2013.**



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 08/13/13 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Crossnine

Department Head: Rick McClanahan

Bid for Water Treatment Plant chemical testing.

UCMR3; (Unregulated Chemical Monitoring Requirement, EPA Federal Mandate) The Water Treatment Plants Chemical Testing Bids FY14 were sent to 15 companies to solicit bids.

On August 2, 2013 the City received 2 chemical monitoring bids for the water plants and the designated distribution sample sites for 2013-2014. (Required Assessment Monitoring and Screening Survey)

The following bids were received from each EPA Approved Laboratory listed:

<u>Laboratory</u>	<u>Total Bid</u>
BSK Associates Engineers & Laboratories	\$18,980.00
Underwriters laboratories, LLC	\$14,390.00

Please award the Water Treatment Plant UCMR3 Chemical Monitoring Bid FY14 to Underwriter Laboratories, LLC. An inquiry was conducted to the laboratory references and the results were found to be satisfactory. This is a budgeted item with funding to come from Account 510.51200.629.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 08/13/13 07:00 PM

Department: Planning and Economic Development

Category: Report

Prepared By: Stefanie McGee

Department Head: Terry Emerick

Planning Commission report for August 2013.

PLANNING COMMISSION REPORT

Monday, August 5, 2013

NEW BUSINESS

Hearing

Rezoning

- I. **Culpepper Place Assisted Living - Rezoning from "O-R-I" and a Section of "SC-I to "RS-12", N/W side of Highway 70 (Michael Rogers, Fisher & Arnold, Inc.)**

Mr. Terry Emerick explained that Mr. Michael Rodgers with Fisher & Arnold is requesting Planning Commission approval to rezone 6.889-acres of land from the "O-R-I" Office zoning district to the "RS-12" Residential zoning district in order to construct the Culpepper Place Assisted Living facility. The subject property is located on the northwest side of Highway 70, north of Broadway Road (backs-up to Cedar Hall). ***However, they just made us aware they would like to modify the portion of the site plan overlapping SC-I to request it be changed to include a portion of the SC-I to RS-12 also as shown on the revised conceptual site plan which was passed around.***

The properties that surround the proposed rezoning change consist of: "SC-I" Planned Unit Commercial to the north, "C-G" General Business to the south, and "RS-12" to the east and west.

According to "Article V, Chart I Uses Permitted in Zoning Districts" of the Bartlett Zoning Ordinance, assisted-care living facilities are permitted in the "RS-12" and "SC-I" zoning districts with the approval of a Special Use Permit (SUP). Should this rezoning be approved the applicant will move forward with a conjunctive request for a SUP.

Engineering Conditions:

1. The rezoning is only concerning the existing O-R-I zoning on this property to the proposed RS-12 zoning in order to allow the proposed Special Use Permit.
2. The existing SC-I zoning on this property will allow the proposed Special Use Permit.

Planning Comments:

- I. Staff recommends that the applicant adjust the property lines to ensure that the

each lot contains one zoning district instead of two zoning districts.

Planning Conditions:

- I. The applicant and/or property owners shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Recommend approval of the Rezoning Application to the Board of Mayor and Aldermen with conditions of staff including revisions.

Special Use Permit

2. Culpepper Place Assisted Living, N/W side of Highway 70 (Michael Rogers, Fisher & Arnold, Inc.

Mr. Emerick explained that Mr. Michael Rodgers with Fisher & Arnold is requesting Planning Commission approval of a Special Use Permit (SUP) for an assisted-care living facility. The subject property is located on the northwest side of Highway 70, north of Broadway Road (backs-up to Cedar Hall) within the "RS-12" Residential Zoning District and "SC-1" Planned Unit Commercial Zoning District.

According to Article V, Chart I of the Bartlett Zoning Ordinance, a Special Use Permit is required for assisted-care living facility uses in the "RS-12" and "SC-1" Zoning Districts. Surrounding uses include: single-family homes, a bed and breakfast, and a vacant motel.

The specific request by the applicant is for the Planning Commission to recommend the approval of the SUP to the Board of Mayor and Aldermen in order for an assisted-care living facility to develop and operate on a 9.124 acre site. The assisted-care building will be a one story 66-bed facility with associated amenities and a parking lot. Mr. Emerick related that there is a very similar facility in Collierville which was just completed. There has been a slight change to the driveway to access north of the site. This was straightened out with the Engineers.

Engineering Conditions:

- I. Driveways:
 - a. North: At the top of the hill - full movement - No problem
 - b. South: At bottom of the hill - full movement. May have a visibility problem over top of hill. Applicant's engineer will have to provide a plan and profile of Hwy 70 in the construction plans to show that the proposed driveway has adequate sight

- distance.
- c. Applicant will have to apply for a driveway permit from TDOT before final approval on the access locations.
2. Water:
- a. An extension will be required to connect to the existing water main at the back of the adjacent lot (Cedar Hall). This can be done as part of the site water extension.
 - b. There is a 12" water main to the north of this site on Hwy 70 at the Appling Rd intersection, which may need to be extended south to this site. This will be further evaluated when the construction drawings come in and it can be properly modeled to see if the existing 8" line along the frontage of this site is adequate.
3. Sewer:
- a. Sewer is currently available along most of the Hwy 70 frontage.
 - b. An extension of the main may be required onto this site.
4. Hwy 70: Full improvements are not required, but full dedication to 57' from centerline is required along with;
- a. A left turn lane constructed to TDOT standards;
 - b. A right turn lane constructed to TDOT standards;
 - c. TDOT permits for both the driveways and all utility connection within the right of way (such as sewer and water); and
 - d. Dedicate a 15' temporary construction easement all along the road frontage for the future Hwy 70 widening project. This shall remain dedicated until the road is fully widened. The property owner can plant the full landscape screen at this time, with the understanding it will be replaced at some point in the future.
5. Grading and Drainage:
- a. Detention (2, 5, 10, and 25 year storms) is required for the developed areas on both sides of the ridge.
 - b. The stormwater runoff from the point discharge from the Cedar Hall site through this property to the 36" culvert under Hwy 70 shall be either
 - ☐ piped, or
 - ☐ contained in a concrete swale/ditch with a public drainage easement (min 15' wide). This may affect the location of the south driveway.
6. Plat:
- a. A plat will be required to dedicate all public rights of way and public easements.
 - b. This plat will define the specific area as defined in the conceptual site plan and the property that is affected by the Special Use Permit. The remaining property will all be zoned SC-I.
 - c. Standard notes (digital copy is available in the Engineering office) shall be included on the plat.
 - d. An additional note shall be included on the plat noting the acreages covered in the fee calculations - for future reference.
 - e. Place the signature blocks on a second page and place the notes on the first page.

- f. Show the ingress/egress easement along the driveway that connects in to the Cedar hall Bed and Breakfast property.
- 7. Tree Survey: This will be required with the submission of the construction plans.
- 8. Contract:
 - a. A subdivision contract is required and will be prepared by the City after the construction drawings have been reviewed and approved by the Planning Commission reflecting the Site Plan conditions.
 - b. All fees will apply, unless applicant can show some have been paid previously.

Planning Conditions:

- 1. The applicant has provided a site concept plan to show the proposed development. The applicant shall submit a formal site plan application to the Planning Commission and the Design Review Commission after the Board of Mayor and Aldermen approves the Special Use Permit and rezoning of this property.
- 2. There is a discrepancy in the application as to whether the facility is a 67-unit or 66-bed facility. The applicant shall clarify or correct this information at the meeting.
- 3. The applicant and/or property owners shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Rick McClanahan discussed the revised conditions by Engineering:

REVISED CONDITIONS BY ENGINEERING:

- 4. **Hwy 70**: Full improvements are not required, but full dedication to 57' from centerline is required along with;
 - a. A left turn lane constructed to TDOT standards, **if required by Engineering as based on the final, approved Traffic Study for the site, submitted by the Fisher & Arnold the engineer for Culpepper Place Assisted Living.;**
 - b. A right turn lane constructed to TDOT standards, **if required by Engineering as based on the final, approved Traffic Study for the site, submitted by the Fisher & Arnold the engineer for Culpepper Place Assisted Living.;**
- 6. **Plat.**
 - f. Show the ingress/egress easement along the driveway that connects in to the

Cedar hall Bed and Breakfast property, **if the southern drive is extended and connected to provide access to Cedar Hall.**

Approval of this application will require Site Plan approvals through the Planning Commission and Design Review Commission.

Recommend approval to the Board of Mayor and Aldermen with conditions of staff including revisions.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 1041)

Meeting: 08/13/13 07:00 PM

Department: Finance

Category: Budget

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 1041

Resolution 17-13, a resolution to delete uncollectible property taxes, interest, penalties and associated costs from the City of Bartlett tax rolls.

WHEREAS, the Shelby County Trustee provides delinquent tax collection services for City of Bartlett property taxes under a contractual agreement; and

WHEREAS, the Trustee has determined that the property tax parcels on the attached schedules are government owned and/or out of business and should be dismissed as uncollectible. Additionally, all interest, penalties and associated costs are deemed uncollectible by the Trustee; and

WHEREAS, the Trustee has dismissed the Shelby County taxes, interest, penalties and associated costs on the properties listed in the schedules and recommends that Bartlett also dismiss the City of Bartlett taxes, interest, penalties and associated costs as uncollectible.

NOW THEREFORE BE IT RESOLVED By the BOARD OF MAYOR AND ALDERMEN that the outstanding City of Bartlett taxes listed on the attached schedules as well as interest, penalties and associated costs are dismissed.

Adopted this day of August 13, 2013

W.C. (Bubba) Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 1043)

Meeting: 08/13/13 07:00 PM
Department: Planning and Economic Development
Category: Special use permit
Prepared By: Stefanie McGee
Initiator: Terry Emerick
Sponsors:
DOC ID: 1043

Set a public hearing for September 10, 2013 for Resolution 14-13, a resolution approving a Special Use Permit for an assisted living facility to be located on the northwest side of Highway 70, approximately 350 feet northeast of Summerdale.

WHEREAS, an application has been made for a Special Use Permit for an assisted living facility to be located on the northwest side of Highway 70, approximately 350 feet northeast of Summerdale.

WHEREAS, the Planning Commission reviewed the proposed Special Use Permit for an assisted living facility on the northwest side of Highway 70, approximately 350 feet northeast of Summerdale on Monday August 5, 2013, in accordance with their regulations and recommended approval of the Special Use Permit; and

WHEREAS, the Board of Mayor and Aldermen held a Public Hearing on the 10 day of September, 2013 and approved the Special Use Permit for an assisted living facility on the northwest side of Highway 70, approximately 350 feet northeast of Summerdale, subject to the following conditions:

Engineering Conditions:

1. Driveways:
 - a. North: At the top of the hill - full movement - No problem
 - b. South: At bottom of the hill - full movement. May have a visibility problem over top of hill. Applicant's engineer will have to provide a plan and profile of Hwy 70 in the construction plans to show that the proposed driveway has adequate sight distance.
 - c. Applicant will have to apply for a driveway permit from TDOT before final approval on the access locations.
2. Water:
 - a. An extension will be required to connect to the existing water main at the back of the adjacent lot (Cedar Hall). This can be done as part of the site water extension.
 - b. There is a 12" water main to the north of this site on Hwy 70 at the Appling Rd intersection, which may need to be extended south to this site. This will be further evaluated when the construction drawings come in and it can be properly modeled to see if the existing 8" line along the frontage of this site is adequate.
3. Sewer:
 - a. Sewer is currently available along most of the Hwy 70 frontage.
 - b. An extension of the main may be required onto this site.
4. Hwy 70: Full improvements are not required, but full dedication to 57' from centerline is required along with;

- a. A left turn lane constructed to TDOT standards, if required by Engineering as based on the final, approved Traffic Study for the site, submitted by the Fisher & Arnold the engineer for Culpepper Place Assisted Living;
 - b. A right turn lane constructed to TDOT standards, if required by Engineering as based on the final, approved Traffic Study for the site, submitted by the Fisher & Arnold the engineer for Culpepper Place Assisted Living.;
 - c. TDOT permits for both the driveways and all utility connection within the right of way (such as sewer and water); and
 - d. Dedicate a 15' temporary construction easement all along the road frontage for the future Hwy 70 widening project. This shall remain dedicated until the road is fully widened. The property owner can plant the full landscape screen at this time, with the understanding it will be replaced at some point in the future.
5. Grading and Drainage:
- a. Detention (2, 5, 10, and 25 year storms) is required for the developed areas on both sides of the ridge.
 - b. The stormwater runoff from the point discharge from the Cedar Hall site through this property to the 36" culvert under Hwy 70 shall be either
 - ☐ piped, or
 - ☐ contained in a concrete swale/ditch with a public drainage easement (min 15' wide). This may affect the location of the south driveway.
6. Plat:
- a. A plat will be required to dedicate all public rights of way and public easements.
 - b. This plat will define the specific area as defined in the conceptual site plan and the property that is affected by the Special Use Permit. The remaining property will all be zoned SC-1.
 - c. Standard notes (digital copy is available in the Engineering office) shall be included on the plat.
 - d. An additional note shall be included on the plat noting the acreages covered in the fee calculations - for future reference.
 - e. Place the signature blocks on a second page and place the notes on the first page.
 - f. Show the ingress/egress easement along the driveway that connects into the Cedar Hall Bed and Breakfast property. If the southern drive is extended and connected to provide access to Cedar Hall.
7. Tree Survey: This will be required with the submission of the construction plans.
8. Contract:
- a. A subdivision contract is required and will be prepared by the City after the construction drawings have been reviewed and approved by the Planning Commission reflecting the Site Plan conditions.
 - b. All fees will apply, unless applicant can show some have been paid previously.

Planning Conditions:

- I. The applicant has provided a site concept plan to show the proposed development. The applicant shall submit a formal site plan application to the Planning Commission and the Design Review Commission after the Board of Mayor and Aldermen approves the Special Use Permit and rezoning of this property.

WHEREAS, the Board of Mayor and Aldermen have determined that this Special Use Permit should be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, that the Special Use Permit for an assisted living facility on the Northwest Side of Highway 70 approximately 350 feet northeast of Summerdale, incorporating the above listed conditions, is approved.

Adopted this 10 day of September, 2013.

W.C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk



FISHER &
ARNOLD, INC.

July 1, 2013

Mr. Terry Emerick, Director
Planning & Economic Development
City of Bartlett
6382 Stage Road
Bartlett, Tennessee 38134

**RE: Special Use Permit
Highway 70 Property
Assisted Living Facility**

Dear Terry:

Fisher & Arnold, Inc., on behalf of Foster Hospitality Group, hereby makes application requesting approval for a special use permit to develop an assisted living facility on parcels B0158 00025, B0158 00252 and a portion of parcel B0158 00251, said area totaling 9.124 acres. Currently 6.900 acres of the 9.124 acres is zoned O-R-1, with the remaining 2.224 acres zoned SC-1. Since O-R-1 does not allow an assisted living, we are filing this Special Use Permit application concurrently with a Rezoning application to rezone the O-R-1 area to RS-12. We feel the assisted living. We feel the assisted living use is compatible with the surrounding properties and well suited for a transition from residential to commercial uses.

- Architects
- Engineers
- Environmental Consultants
- Interior Designers
- Landscape Architects
- Planners
- Surveyors

In association with this request, please find attached seventeen (17) copies of the following documents and/or supporting material: Cover Letter, Purpose Narrative, Application for Special Use Permit, Conceptual Site Plan (with special use area delineated with legal description), Architectural Rendering and Vicinity Map (with and without notification names). Additionally please find enclosed a check made payable to the City of Bartlett in the amount of \$706.20 for the application fee, one set of mailing labels, and transparencies of the Conceptual Site Plan and Vicinity Map. A traffic analysis will be submitted to the City Engineer at least two weeks prior to the Planning Commission meeting.

If you need any additional information or have any questions, please let us know. We look forward to working with Town staff as this application proceeds toward the August 5th Planning Commission.

Sincerely,

Fisher & Arnold, Inc.

Michael Rogers, PE, RLS, LEED AP BD+C, CPESC

Attachments

Cc: Mr. Chuck Wentz, Foster Hospitality Group
Mr. Eddie Tims, AIA

9180 Crestwyn Hills Dr.
Memphis, TN 38125
(901) 748-1811
(888) 583-9724
fax: (901) 748-3115
www.fisherarnold.com

RECEIVED

JUL 01 2013

CITY OF BARTLETT

Attachment: Special Use Permit application (1043 : SUP for assisted living facility)

**Bartlett Planning and
Economic Development Department**
6400 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Special Use Permit Checklist

Plot Plan And Legal Description (each parcel, if more than one)

- ☒ Plot plan, drawn to scale, showing the following information for each parcel (several parcels may be included on one sheet):
- ☒ Adjoining public street rights-of-way
 - ☒ Area (acres)
 - ☒ Present zoning
 - ☒ Requested special use, including purpose (attach statement, one page maximum)
 - ☒ Area in which buildings are proposed to be located, showing setback dimensions from line.
 - ☒ Drainage
 - ☒ Driveways
 - ☒ Parking area
 - ☒ Buffer planting areas
 - ☒ Type and location of any easements
- ☐ If Site Plan application and approval are necessary, conformance to Tree Ordinance is required.

☐ Other pertinent information as required through staff consultation.

☒ Legal description (may be attached to plot plan).

☒ One (1) 8 1/2" x 11" transparency of the plot plan, for use with an overhead projector.

Vicinity Map

☒ Vicinity map, drawn to a convenient scale, showing the subject property and all parcels within a 1,000-foot radius. Every parcel shall indicate owner's name and the streets, roads or alleys that each parcel fronts upon.

☒ One (1) 8 1/2" x 11" transparency of the vicinity map, for use with an overhead projector.

Property Owners

☒ List of all property owners within 1,000 feet or a minimum of fifty (50) property owners, whichever results in the greater number of owners. A xerographic copy of the mailing labels may serve as the list.

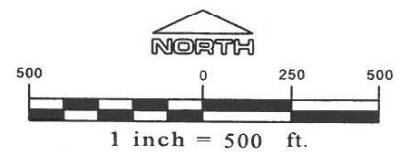
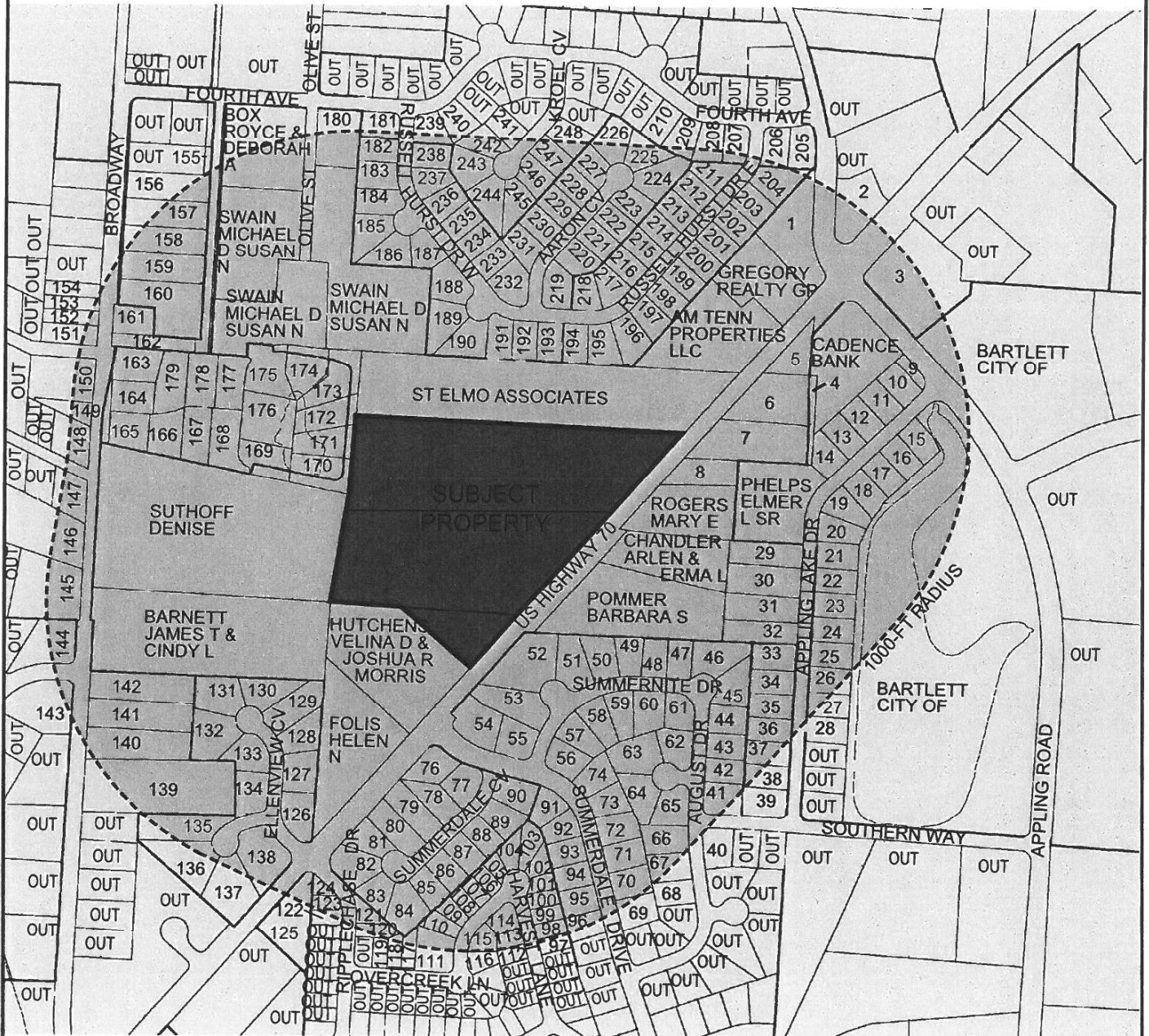
☒ Self-adhesive mailing labels for the list of property owners (two sets).

Special Use Permit - Statement of Purpose

Highway 70 Property - Culpepper Place Assisted Living

Foster Hospitality Group is requesting approval to obtain a special use permit to construct a 67-unit, assisted living facility on a 9.124 acre portion of the St. Elmo Associates property on Highway 70, approximately 1,323 feet southwest of the intersection of Highway 70 and Appling Road. The 9.124 acre property currently has two zonings – SC-1 and O-R-1. A rezoning application is being filed concurrently with this Special Use Permit application to rezone the O-R-1 portion of the property to RS-12. Culpepper Place Assisted Living facilities are constructed in a residential style, and are in essence, a larger-footprint residential development. As Foster Hospitality Group has done in numerous locations, including Collierville, Tennessee, they have developed quality, residential style assisted living facilities in areas that are somewhat a transitional area between single family residential and non-residential uses such as office and commercial zonings. This location is well suited for this proposed use. With the municipal facilities located close by on Appling Road, the residential surroundings and some low to medium density retail in the vicinity, we feel the use is a perfect fit and an excellent location for the next Culpepper Place Assisted Living.

Attachment: Statement of Purpose (1043 : SUP for assisted living facility)



VICINITY MAP

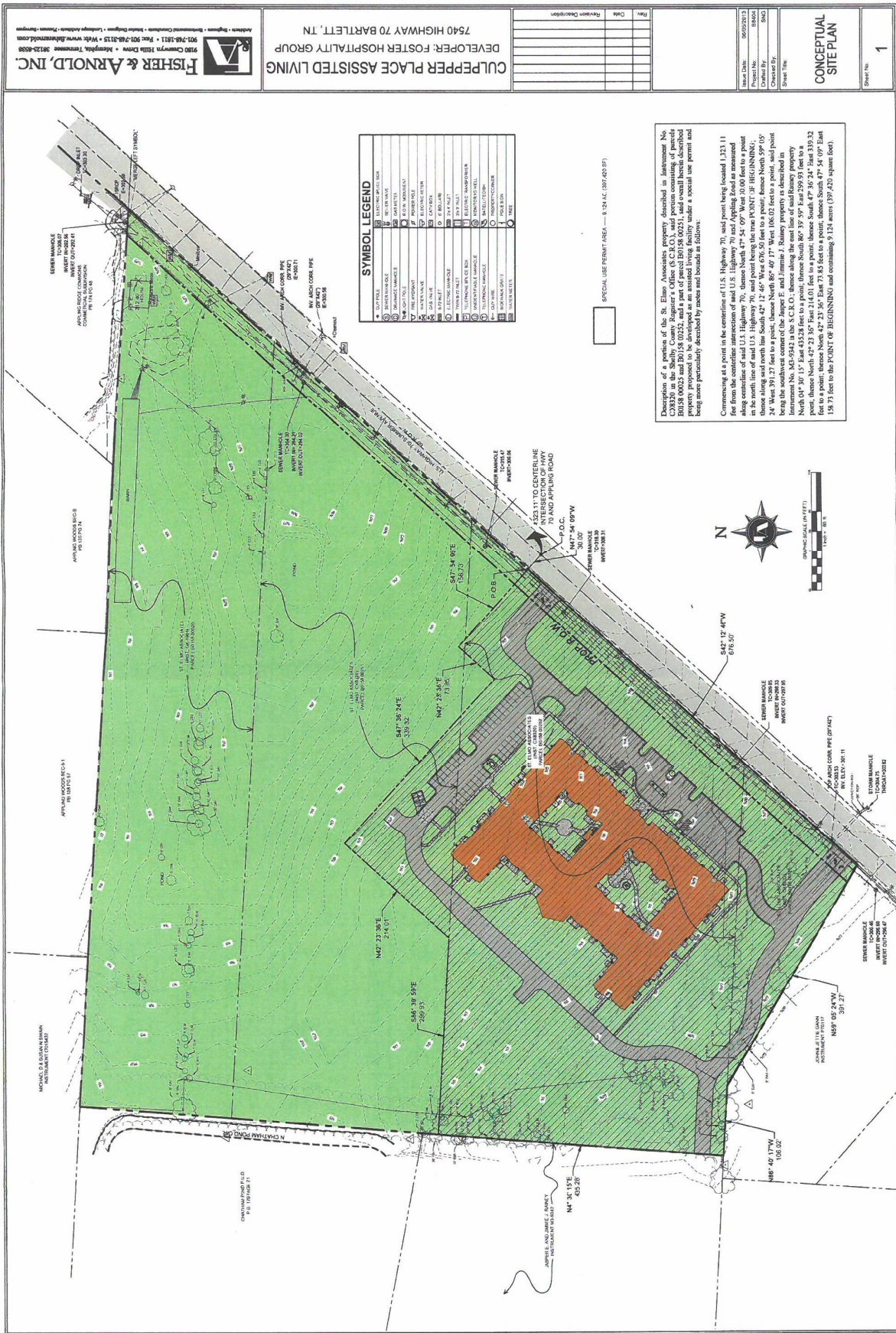


FISHER & ARNOLD, INC.

5980 Canyons Hills Drive • Memphis, Tennessee 38125-4886
901-948-3821 • Fax: 901-948-8125 • Web: www.fishernold.com

Architects • Engineers • Environmental Consultants • Interior Designers • Landscape Architects • Planners • Surveyors

Attachment: Vicinity map (1043 : SUP for assisted living facility)



Attachment: Conceptual Site Plan (1043 : SUP for assisted living facility)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 1040)

Meeting: 08/13/13 07:00 PM

Department: Planning and Economic Development

Category: Zoning

Prepared By: Kim Taylor

Initiator: Terry Emerick

Sponsors:

DOC ID: 1040

Ordinance 13-12, an ordinance to Rezone from O-R-1, SC-1 to RS-12 Property on the Northwest Side of Highway 70, approximately 350-feet Northeast of Summerdale Drive.

WHEREAS, an application has been received to rezone property described herein from O-R-1 and a section of SC-1 to RS-12; and

WHEREAS, a public hearing was held before this body on the 10th day of September, 2013, and notice thereof published in *The Bartlett Express*,

NOW, THEREFORE, be it ordained by the Board of Mayor and Aldermen of the City of Bartlett:

SECTION 1. The property described as follows is hereby rezoned from O-R-1, SC-1 to RS-12.

Description of a portion of the St. Elmo Associates property described in Instrument No. CX8320 in the Shelby County Register's Office (S.C.R.O.), said portion consisting of parcel B0158 00025 and a part of parcel B0158 00252, said portion currently zoned O-R-1 and SC-1, and proposed to be rezoned RS-12 and being more particularly described by metes and bounds as follows:

Beginning at a point in the centerline of U.S. Highway 70, said point being located 1,397.67 feet from the centerline intersection of said U.S. Highway 70 and Appling Road as measured along centerline of said U.S. Highway 70; thence along the centerline of said U.S. Highway 70 South 42° 12' 46" West 595.73 feet to a point; thence North 59° 05' 24" West 421.86 feet to a point; thence North 86° 40' 17" West 106.02 feet to a point, said point being the southwest corner of the Jasper E. and Jimmie J. Rainey property as described in Instrument No. M3-9342 in the S.C.R.O.; thence along the east line of said Rainey property North 04° 30' 15" East 432.89 feet to a point; thence South 80° 07' 40" East 240.23 feet to a point; thence North 03° 39' 14" East 29.75 feet to a point; thence South 86° 39' 59" East 89.03 feet to a point; thence North 42° 23' 36" East 97.38 feet to a point; thence North 87° 23' 36" East 140.10 feet to a point; thence South 47° 36' 24" East 407.57 feet to the POINT OF BEGINNING and containing 8.962 acres (390,399 square feet).

SECTION 2. SEVERABILITY – Should any provision or part of this Ordinance be rendered void or unenforceable by any court of law, statute or other authority, the rest and remainder of this Ordinance shall remain in full force and effect.

SECTION 3. EFFECTIVE DATE – This Ordinance shall be effective from and after its final passage, the public welfare requiring it.

First Reading: August 13, 2013
Second Reading: August 27, 2013
Third Reading: September 10, 2013

W. C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk



FISHER &
ARNOLD, INC.

July 1, 2013

Mr. Terry Emerick, Director
Planning & Economic Development
City of Bartlett
6382 Stage Road
Bartlett, Tennessee 38134

**RE: Rezoning Application
Highway 70 Property**

Dear Terry:

Fisher & Arnold, Inc., on behalf of Foster Hospitality Group, hereby makes application requesting approval to rezone parcel B0158 00025 and a portion of parcel B0158 00252, said properties currently zoned O-R-1 and totaling 6.889 acres. The purpose for this request is to rezone the O-R-1 portion of this property to RS-12 to allow development of an assisted living facility. While there are several zonings which allow an assisted living with a special use permit, we have chosen to request this area be rezoned to RS-12 due to its being more compatible with the surrounding land uses. Many view an assisted living as a commercial use; however, in reality, it is more of a hybrid residential use. The architectural design of the assisted living structure will be residential in style, and the use is certainly residential.

In association with this request, please find attached seventeen (17) copies of the following documents and/or supporting material: Cover Letter, Application for Rezoning, Proposed Rezoning Plot Plan with Legal Description, Conceptual Site Plan, Architectural Rendering, and Vicinity Map (with and without notification names). Additionally please find enclosed a check made payable to the City of Bartlett in the amount of \$594.45 for the application fee, one set of mailing labels, and transparencies of the Rezoning Plot Plan, Conceptual Site Plan and Vicinity Map. A traffic analysis will be submitted to the City Engineer at least two weeks prior to the Planning Commission meeting.

If you need any additional information or have any questions, please let us know. We look forward to working with Town staff as this application proceeds toward the August 5th Planning Commission.

Sincerely,

Fisher & Arnold, Inc.

Michael Rogers, PE, RLS, LEED AP BD+C, CPESC

Attachments

Cc: Mr. Chuck Wentz, Foster Hospitality Group
Mr. Eddie Tims, AIA

9180 Crestwyn Hills Dr.

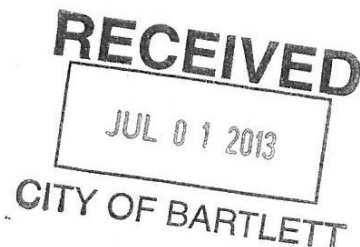
Memphis, TN 38125

(901) 748-1811

(888) 583-9724

fax: (901) 748-3115

www.fisherarnold.com



Attachment: Zoning application (1040 : Rezoning for Assisted Living)

Bartlett Planning and
Economic Development Department
6400 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Application for Rezoning to the Bartlett Planning Commission

Consultation with the staff is encouraged prior to the completion of this application form.

Requested Zoning RS-12
Property Address N/W side of Hwy 70, approx. 350' northeast of Summerdale
Present Zoning O-R-1
Owner/Developer Contact Charles "Chuck" Wente Phone (417) 831-0174
Company Name Foster Hospitality Group Fax (417) 831-1873
Address 426 S. Jefferson, Suite 300 - Springfield, MO 65806
Architect Contact Eddie Tims Phone (417) 838-3949
Company Name Eddie Tims, AIA Fax (417) 831-1873
Address 426 S. Jefferson, Suite 300 - Springfield, MO 65806
Engineer Contact Michael Rogers Phone (901) 748-1811
Company Name Fisher & Arnold, Inc. Fax (901) 748-3115
Address 9180 Crestwyn Hills Drive - Memphis, TN 38125
Submitted by Michael Rogers
(printed name) (signature) (date)

ST. CLAY ASSOCIATES
I, Dr. Dennis Vangelos, owner(s) of the property, hereby authorize the filing of this application.
MANAGING PARTNER

- ☒ Attach a checked-off "Rezoning Checklist" and all items required therein.
MDR Acknowledge (by initials in the blank to the left) that the "Application Instructions: Planning Commission" were obtained and read prior to submitting this application.
☒ Include a fee with this application (check payable to the City of Bartlett) of \$500.00 for five (5) acres or less, plus \$50.00 per acre (after the first five) to a maximum of \$3,000.00

Information to be entered by City staff only:

Resubmittals

(See "Application Instructions: Planning Commission.")

Resubmittal Description	Required Resubmittal Date/Time	Staff Initials
	____ a.m./p.m. on _____	
	____ a.m./p.m. on _____	
	____ a.m./p.m. on _____	

**Bartlett Planning and
Economic Development Department**
6400 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Rezoning Checklist

Plot Plan And Legal Description (each parcel, if more than one)

- ☒ Plot plan, drawn to scale, showing the following information for each parcel (several parcels may be included on one sheet):
- ☒ Adjoining public street rights-of-way
 - ☒ Area (acres)
 - ☒ Present zoning
 - ☒ Requested zoning, including purpose (attach statement, one page maximum)
 - ☒ Area in which buildings are proposed to be located, showing setback dimensions from line.
 - ☒ Drainage
 - ☒ Driveways
 - ☒ Parking area
 - ☒ Buffer planting areas
 - ☒ Type and location of any easements
 - ☐ Other pertinent information as required through staff consultation.
- ☒ Legal description (may be attached to plot plan).
- ☒ One (1) 8 1/2" x 11" transparency of the plot plan, for use with an overhead projector.

Vicinity Map

- ☒ Vicinity map, drawn to a convenient scale, showing the subject property and all parcels within a 1,000-foot radius. Every parcel shall indicate owner's name and the streets, roads or alleys that each parcel fronts upon.

- ☒ One (1) 8 1/2" x 11" transparency of the vicinity map, for use with an overhead projector.

Property Owners

- ☒ List of all property owners within 1,000 feet or a minimum of fifty (50) property owners, whichever results in the greater number of owners. A xerographic copy of the mailing labels may serve as the list.
- ☒ Self-adhesive mailing labels for the list of property owners (two sets).

Sign to be Erected

The party requesting the rezoning must place a 4' x 4' sign on the property at least fifteen (15) days before a public hearing at the Planning Commission level and Board of Mayor and Aldermen level.

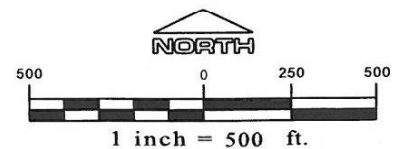
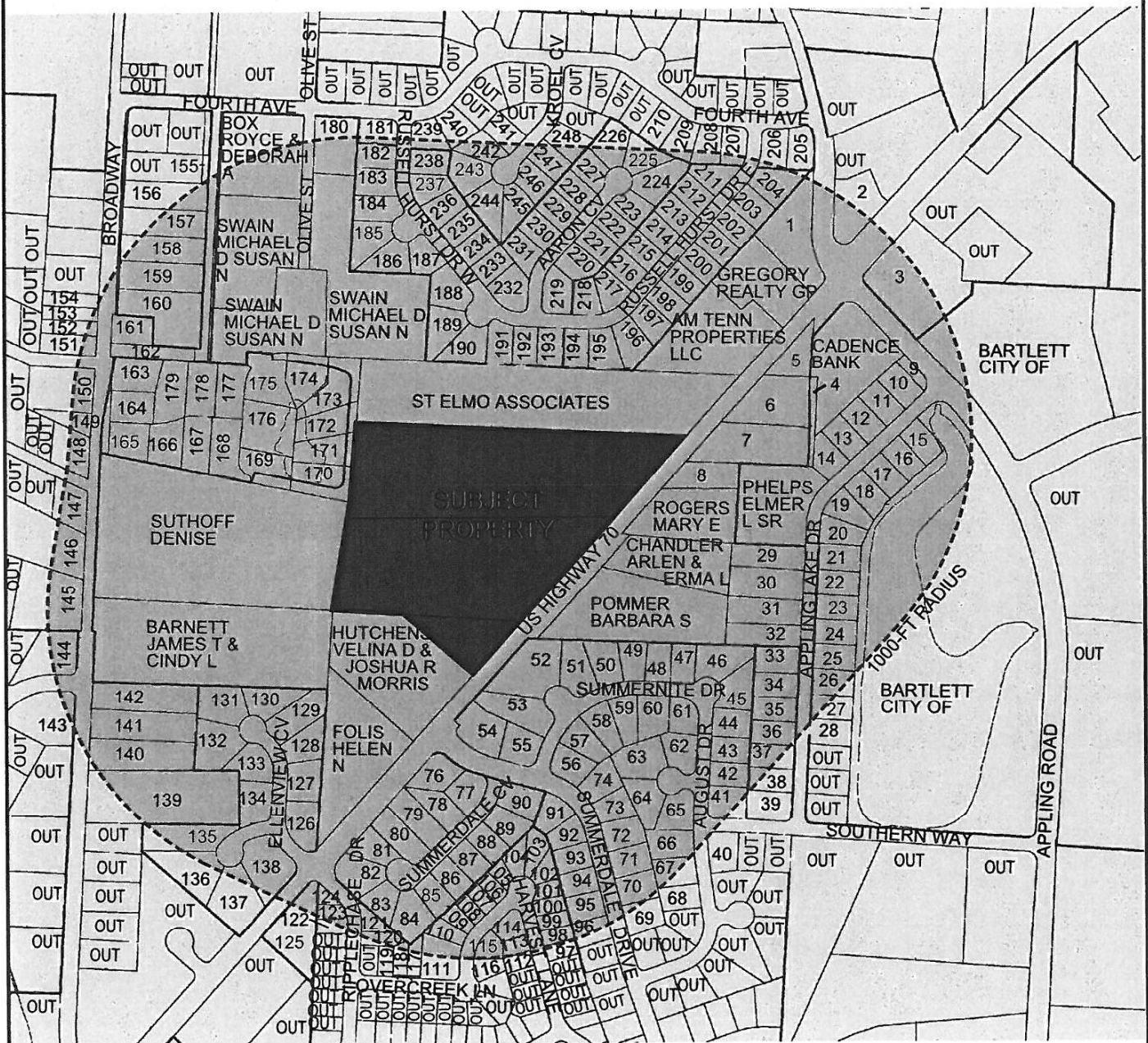
The sign shall clearly state

- the existing and proposed zoning of the tract;
- the name, address, and phone number of the party requesting the rezoning;
- the time and date of the public hearing; and
- the telephone number of the Bartlett Planning Department.

The location of the sign on the property is subject to approval by the Planning Department.

Re-application

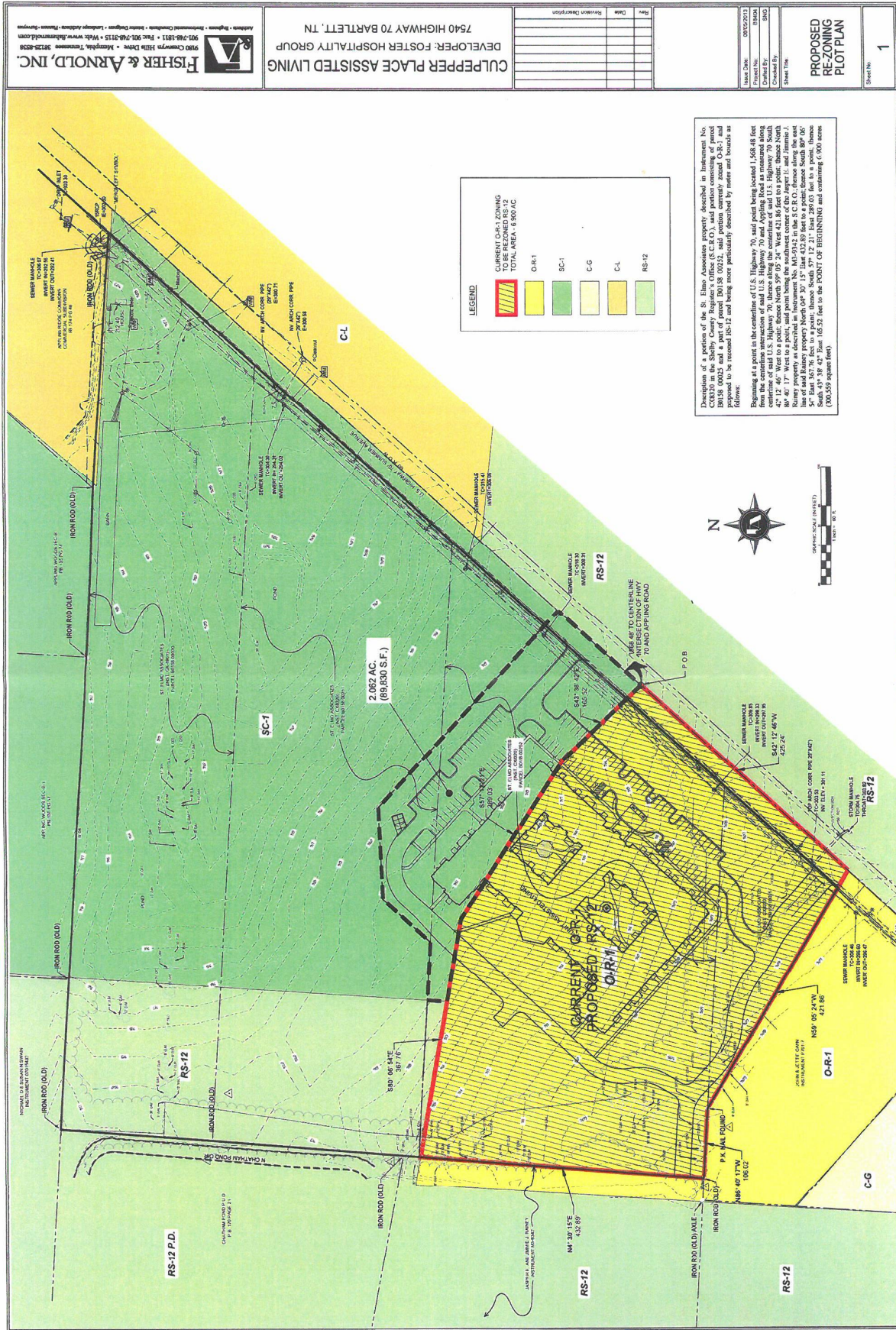
When an application for rezoning is rejected, no re-application may be made on the same property for at least twelve months after the date of rejection.



VICINITY MAP

FISHER & ARNOLD, INC.
 9900 Canavys Hills Drive • Memphis, Tennessee 38125-4000
 901-948-5821 • Fax: 901-948-6135 • Web: www.fishernad.com
 Architects • Engineers • Environmental Consultants • Interior Designers • Landscape Architects • Planners • Surveyors

Attachment: Zoning application (1040 : Rezoning for Assisted Living)



Attachment: Parcel map (1040 : Rezoning for Assisted Living)



Attachment: Artist's rendering of facility (1040 : Rezoning for Assisted Living)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 08/13/13 07:00 PM

Department: Board of Mayor and Aldermen

Category: Presentation

Prepared By: Stefanie McGee

Department Head: A. Keith McDonald

Annual update from Shelby County Trustee David Lenoir.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 08/13/13 07:00 PM

Department: Board of Mayor and Aldermen

Category: Presentation

Prepared By: Stefanie McGee

Department Head: A. Keith McDonald

Presentation on I-40/I-240 Interchange Project