

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE
COMMISSION MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN
COLLEGEDALE, TENNESSEE, ON MONDAY, MARCH 21, 2016 AT 6:00 P.M.**

- I. Call to Order by the Mayor
- II. Invocation
- III. Roll Call by City Recorder
- IV. Approval of previous meeting minutes
 1. March 7, 2016–Commission Meeting
- V. Comments from Citizens
- VI. Unfinished Business
 - None
- VII. New Business
 1. First and Final Reading, Resolution #476, authorizing the adoption of the land use plan
 2. Public Hearing and First Reading, Ordinance #1015, amending certain portions of chapter 20 of the zoning ordinance
 3. Adoption of the zoning map
- VIII. Request for reports from City Administration/Commissioners by the Mayor
- IX. Adjournment

**MINUTES OF THE REGULARLY SCHEDULED CITY OF COLLEGEDALE BOARD OF COMMISSIONERS
MEETING HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON MONDAY, MARCH 7, 2016 AT 6:00 P.M.**

INVOCATION: Commissioner Debbie Baker

PRESENT: Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Ethan White, City Manager Ted Rogers, City Attorney Sam Elliott

KEY MANAGERS: Finance Director & City Recorder Michelle Toro, Director of Airport Operations Chris Swain, Court Clerk Koren Sapp, Building and Codes Director Andrew Morkert, Director of Public Works Eric Sines, Police Chief Brian Hickman

ABSENT: Mayor Katie Lamb, Commissioner Phil Garver, Planning & Economic Development Director Kelly Martin

GUESTS: Alexander Brown, Gary Green, Gail MacLafferty, Merritt MacLafferty, Gail Perry

3-7-2016 (479) REGULAR MEETING MINUTES – February 15, 2016

It was moved by Commissioner White and seconded by Commissioner Baker to accept the minutes of the regular commission meeting on February 15, 2016.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	ABSENT
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	ABSENT

3-7-2016 (480) WORKSHOP MINUTES – February 22, 2016

It was moved by Commissioner Baker and seconded by Commissioner White to accept the minutes of the commission workshop on February 22, 2016.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	ABSENT
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	ABSENT

3-7-2016 (481) BID APPROVAL

It was moved by Commissioner White and seconded by Commissioner Baker to accept the bid from Stower's Machinery of \$35,615 for the emergency power generator.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	ABSENT
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	ABSENT

3-7-2016 (482) MOTION TO ADJOURN

It was moved by Vice Mayor Johnson and seconded by Commissioner White to adjourn the meeting. No roll call was taken.

The meeting was adjourned at 6:03 PM.

Mayor, Katie Lamb

City Recorder, Michelle Toro

RESOLUTION #476

A RESOLUTION AUTHORIZING THE ADOPTION OF THE COLLEGEDALE LAND USE PLAN.

WHEREAS, the City of Collegedale has not adopted a land use plan since 1971; and

WHEREAS, employment and population growth in the city has accelerated in the last decade; and

WHEREAS, significant transportation and other infrastructure improvements, including the Apison Pike corridor expansion are now underway; and

WHEREAS, such improvements will foster additional investment and economic growth within the city; and

WHEREAS, the City Commission requested a long-term comprehensive plan be produced to address current and anticipated needs within the city; and

WHEREAS, utilizing input from staff, city administration, elected officials, and other key stakeholders, a detailed analysis and plan was produced by planning staff; and

WHEREAS, the plan is designed to assist the city's elected officials and administration in making future decisions regarding infrastructure needs and future land uses; and

WHEREAS, the policy recommendations in the plan are advisory and not binding upon the Commission; and

WHEREAS, the Collegedale Land Use Plan comes with an affirmative recommendation from the Planning Commission

THEREFORE, BE IT RESOLVED BY THE CITY OF COLLEGEDALE, TENNESSEE that the Collegedale Land Use Plan is hereby adopted as the city's general comprehensive plan.

Resolved this 21st day of March in the year 2016.

Mayor

ATTEST: _____
City Recorder

Approved as to Form: _____
City Attorney

ORDINANCE #1015

AN ORDINANCE TO AMEND TITLE 14 OF THE MUNICIPAL CODE BY AMENDING CERTAIN PORTIONS OF CHAPTER 20 (SIGN REGULATIONS) OF THE ZONING ORDINANCE IN THE CITY OF COLLEGEDALE, TENNESSEE.

WHEREAS, the City of Collegedale, Tennessee has adopted a zoning ordinance under authority granted in Tennessee Code Annotated (T.C.A.) Section 13-7-201; and

WHEREAS, T.C.A. Section 13-7-204 authorizes the city to amend zoning ordinances and maps; and

WHEREAS, pursuant to the requirements of T.C.A. Section 13-7-204, the Planning Commission has recommended this amendment to the Collegedale Board of Mayor and Commissioners, as herein described; and

WHEREAS, pursuant to the requirements of T.C.A. Section 13-7-203, the City of Collegedale conducted a public hearing subject to 15 days notice prior to the final reading and adoption of this ordinance herein described;

NOW THEREFORE IT BE ORDAINED, by the Board of Mayor and Commissioners of the City of Collegedale, Tennessee, that

Section 1: Section 20.11 is hereby amended to define and include the following:

Monument Sign

“A free-standing on premise sign, generally having a low profile where the masonry base of the sign structure is on the ground a maximum of eighteen (18) inches above grade such that the sign has the appearance of a solid base.”

Incidental Sign

“A permanent sign of no more than six (6) square feet erected within reading distance of the right-of-way that serves the purpose of guiding safe traffic movements onto, from, or within the site or premises, and without which there is an increased risk of incompatible traffic movements or obstructions. Examples include, but are not limited to, “Stop”, “No Parking.” “Loading Zone,” or similar signs.

Alternatively, incidental signs include permanent on premise signs not exceeding sixteen (16) square feet, located beyond reading distance from the right-of-way that provide information such as directory signage, or a menu board for the premises.”

Digital Sign

“A display of a sign message that is made up of internally illuminated components that display an electronic image, which may or may not include text and is capable of changing the message periodically by manual or remote means. Digital Displays may include but are not limited to television screens, holographic displays, programmable ink, LCD, LED, or plasma displays.

Section 2: Section 20.6.1 (H) is deleted and replaced with the following:
“Freestanding ground mounted signs shall incorporate a masonry base of at least twelve (12) inches in height, not to exceed eighteen (18) inches in height above grade. The first twelve (12) inches is excluded from the total sign height calculation.”

Section 20.6.2 (H) is deleted

Section 3: Section 20.6.3 (B)(2)(c) is deleted and replaced with the following:
“CLASS C: Monument Signs or Pylon Signs. For lots or parcels having three hundred fifty (350) to five hundred (500) linear feet of public road frontage where public ingress/egress is achieved, the maximum allowed sign copy area is sixty-four (64) square feet. In such applications, maximum sign height shall be ten (10) feet, and the maximum width shall be ten (10) feet. As an alternative, the Vertical form may be utilized with a maximum height of twelve (12) feet and a maximum width of eight (8) feet. The minimum ROW setback for either form shall be ten (10) feet.”

Section 20.6.3 (B)(2)(d) is deleted and replaced with the following:
“CLASS D: Monument Signs or Pylon Signs. For lots or parcels having greater than five hundred (500) linear feet of public road frontage where public ingress/egress is achieved, the maximum allowed sign copy area is sixty-four (84) square feet. In such applications, maximum sign height shall be twelve (12) feet, and the maximum width shall be twelve (12) feet. As an alternative, the Vertical form may be utilized with a maximum height of fourteen (14) feet and a maximum width of eight (8) feet. The minimum ROW setback for either form shall be fifteen (15) feet. CLASS D signs are not permitted in the MU-TC and U-1 districts.”

Section 4: Section 20.6.3 is further amended by adding Subsections which shall consist of the following:
“C. ALTERNATIVE SIGN AREA ALLOWANCE ELIGIBILITY
1. In cases where a property is of significant size, but features limited frontage on a public right-of-way, an alternative method of determining sign area allowance is provided for monument and pylon signs. This method of calculation may be utilized if ALL of the following conditions are met.
a. The parcel or tract must consist of at least three (3) acres in area.

- b. The primary physical ingress/egress to the property is obtained using frontage on a public right-of-way using a “flag” or “stem” that is less than seventy-five (75) linear feet in width as depicted on a survey or recorded plat.
- c. Leasehold boundaries shall be excluded from the alternative sign area calculation.

D. ALTERNATIVE SIGN AREA CALCULATION

- 2. If the above requirements are met, then an applicant may choose to calculate sign area based on the following.
 - a. For subject parcels, each acre and prorated portion thereof, seventy-five (75) feet of “virtual frontage” are calculated and added to the existing physical frontage. The sum of the physical frontage and the virtual frontage shall determine sign area allowance.
 - b. Such a sign shall be located no closer than two hundred (200) feet from existing monument or pylon ground signs.
 - c. In no case shall a sign exceed the maximum sign area specified within the sign ordinance.
 - d. All other provisions herein shall apply.”

Section 5: Section 20.6.8 DIGITAL SIGNAGE is hereby created and includes the following:
“Sign Criteria

A) General

Digital Signage shall be permitted within the City of Collegedale subject to certain requirements including, but not limited to, size, location, and luminance as specified herein. Digital signage technology shall be limited to permanent free-standing on-premises installations, and existing, previously permitted off-premises locations. Temporary digital signage is prohibited.

B) Location

- 1. Digital signage is prohibited in the AG, R-1-L, R-1-H, R-2, and R-3 zones, as well as any subsequent zoning classification that permits residential uses exclusively.
- 2. No digital sign shall be constructed or operated within five hundred (500) feet of a residential zone or use, church, school, or public park. Changeable numeric LED signs displaying gasoline prices to motorists are exempt from this restriction.
- 3. In zones that allow a mix of residential and non-residential uses, no digital signs shall be erected or operated within three hundred (300) feet of residential uses. Changeable numeric LED signs displaying gasoline prices to motorists are exempt from this restriction.
- 4. No digital sign shall be erected or operated in such a manner that causes it to face an area used for residential purposes.
- 5. Digital signs shall consist of permanent freestanding installations only; building-mounted digital signs may be allowed in the C-2 PCD overlay, subject to review and approval by the planning and building staff.
- 6. Building-mounted digital signs are prohibited in all other zones.

C) Height and Area

1. Ground-mounted on-premises freestanding digital signs are subject to height, width, and area standards located in Section 20.6.3.
2. No more than forty (40) percent of of an on-premises ground-mounted freestanding sign may consist of a digital display.

D) Appearance

1. Permanent, on-premises freestanding signs shall be subject to the standards within Section 20.6.1.
2. Existing, previously permitted off-premises signs shall utilize support structures painted flat brown, black or dark green.
3. Replacement and upgrade of existing, previously permitted off-premises signs shall be allowed, however, no additional off-premises signs shall be permitted.
4. Existing, previously permitted off-premise signs may incorporate digital messaging technology however, a net increase in sign area at such an existing location shall not be permitted; locational requirements included herein shall apply.
5. Existing, previously permitted off-premise signs shall not exceed a height of thirty-five (35) feet above grade, or the height of the existing installation, whichever is lower.

E) Illumination

1. Digital signage shall utilize an automatic control mechanism that responds to ambient lighting by decreasing its luminance.
2. Luminance of digital signs shall be expressed in candelas per square meter or using the equivalent unit, "nit."
3. Digital signage incorporating changeable message technology shall be limited to a luminance measure no greater than four thousand (4,000) nits during daylight hours, and shall not exceed one hundred fifty (150) nits at night.
4. The luminance of digital signs located within a district allowing a mix of residential and non-residential uses shall not exceed one hundred (100) nits at night.

F) Other Provisions

1. Scrolling text is prohibited.
2. If the digital display utilizes changeable message technology, each message shall be displayed for a minimum of six (6) seconds.
3. Transitions to the next message displayed shall be instantaneous, without fade.
4. In the event of a malfunction, the display shall automatically go dark, rather than remain illuminated."

NOW, LET IT BE FURTHER ORDAINED, that this ordinance shall take effect fifteen (15) days following final reading by the Collegedale Mayor and Board of Commissioners, the welfare of the City requiring it.

PASSED ON FIRST READING _____

PASSED ON FINAL READING _____

MAYOR OF COLLEGEDALE, TENNESSEE

ATTEST: _____

APPROVED AS TO FORM: _____
CITY ATTORNEY

PUBLIC HEARING DATE: _____