

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE, ON MONDAY, MARCH 05, 2018 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. February 19, 2018-Commission meeting minutes
  2. February 26, 2018-Commission workshop minutes
- V. Comments from Citizens
- VI. Unfinished Business
  1. Second Reading and Public Hearing, Ordinance #1052, rezoning Ooltewah-Ringgold Road (SR-321) from R-2 to C-2
  2. Second Reading and Public Hearing, Ordinance #1053, rezoning Lee Highway (US-11) from C-2 to MU-BC
- VII. New Business
  1. Purchase of real estate
  2. Bid approval for airport pavement maintenance
- 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, FEBRUARY 19, 2018 AT 6:00 P.M.**

**INVOCATION:** Vice-Mayor Tim Johnson

**PRESENT:** Mayor Katie Lamb, Vice-Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, Commissioner Ethan White, City Attorney Sam Elliott

**KEY MANAGERS:** Assistant City Manager & CFO Michelle Toro, Director of Airport Operations Chris Swain, Director of Public Works Eric Sines, Building and Codes Director Andrew Morkert, Director of Parks and Recreation Traci Bennett-Hobek, Planning & Economic Development Director Kelly Martin

**ABSENT:** City Manager Ted Rogers, Police Chief Brian Hickman

**GUESTS:** Andrew Arnold

**02-19-2018 (736) REGULAR MEETING MINUTES – February 05, 2018**

It was moved by Commissioner Baker and seconded by Commissioner Garver to accept the minutes of the regular commission meeting on February 05, 2018.

**ROLL CALL:**

<b>COMMISSIONER BAKER</b>	<b>YEA</b>
<b>COMMISSIONER GARVER</b>	<b>YEA</b>
<b>COMMISSIONER WHITE</b>	<b>YEA</b>
<b>VICE MAYOR JOHNSON</b>	<b>YEA</b>
<b>MAYOR LAMB</b>	<b>YEA</b>

**02-19-2018 (737) FIRST READING, ORDINANCE #1052, AMENDING THE OFFICIAL ZONING MAP TO REZONE PROPERTY ON OOLTEWAH-RINGGOLD ROAD (SR-321) FROM R-2 TO C-2.**

It was moved by Commissioner Garver and seconded by Commissioner White to approve Ordinance #1052, an ordinance to amend the official zoning map to rezone property on Ooltewah-Ringgold Road (SR-321) from R-2 (Low Density Single and Two Family Residential) to C-2 (Shopping Center Commercial) described as Hamilton County tax parcels 132P H 011 & 132P H 014, said area being located within the corporate limits of the City of Collegedale, Tennessee.

**ROLL CALL:**

<b>COMMISSIONER BAKER</b>	<b>YEA</b>
<b>COMMISSIONER GARVER</b>	<b>YEA</b>
<b>COMMISSIONER WHITE</b>	<b>YEA</b>
<b>VICE MAYOR JOHNSON</b>	<b>YEA</b>
<b>MAYOR LAMB</b>	<b>YEA</b>

**02-19-2018 (738) FIRST READING, ORDINANCE #1053, AMENDING THE OFFICIAL ZONING MAP TO REZONE PROPERTY ON LEE HIGHWAY (US-11) FROM C-2 TO MU-BC.**

It was moved by Commissioner Garver and seconded by Commissioner White to approve Ordinance #1052, an ordinance to amend the official zoning map to rezone property on Lee Highway (US-11) from C-2 (Shopping Center Commercial) to MU-BC (Mixed Use Business Center) described as Hamilton County tax map number 133 002, said area being located within the corporate limits of the City of Collegedale, Tennessee.

**ROLL CALL:**

<b>COMMISSIONER BAKER</b>	<b>YEA</b>
<b>COMMISSIONER GARVER</b>	<b>YEA</b>
<b>COMMISSIONER WHITE</b>	<b>YEA</b>
<b>VICE MAYOR JOHNSON</b>	<b>YEA</b>
<b>MAYOR LAMB</b>	<b>YEA</b>

**02-19-2018 (739) JANUARY FINANCE REPORT**

It was moved by Commissioner White and seconded by Vice-Mayor Johnson to accept the January finance report as presented by Assistant City Manager & CFO Michelle Toro.

**ROLL CALL:**

<b>COMMISSIONER BAKER</b>	<b>YEA</b>
<b>COMMISSIONER GARVER</b>	<b>YEA</b>
<b>COMMISSIONER WHITE</b>	<b>YEA</b>
<b>VICE MAYOR JOHNSON</b>	<b>YEA</b>
<b>MAYOR LAMB</b>	<b>YEA</b>

**02-19-2018 (740)      MOTION TO ADJOURN**

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

**The meeting was adjourned at 6:15 PM.**

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**Mayor, Katie Lamb**

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**City Recorder, Kristi Wheeler**

**MINUTES OF CITY OF COLLEGEDALE REGULARLY SCHEDULED  
COMMISSION WORKSHOP MEETING HELD IN THE MUNICIPAL BUILDING IN  
COLLEGEDALE, TENNESSEE, ON MONDAY, FEBRUARY 26, 2018  
AT 4:30 P.M.**

**PRESENT:** Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, City Manager Ted Rogers, Assistant City Manager & CFO Michelle Toro, Strategic Planning & Economic Development Director Kelly Martin, Building Codes & Safety Director Andrew Morkert, Assistant Chief of Police James Hardeman, Director of Airport Operations Chris Swain, City Engineer Wayon Hines, Communications Strategist Bridgett Raper, Court Clerk Tonya Sadler, Director of Public Works Eric Sines, Parks and Recreation Director Traci Bennett-Hobek

**ABSENT:** Commissioner Ethan White, Chief of Police Brian Hickman

**GUESTS:** Joan Nash, Bob Nash, David Barto

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**CITY OF COLLEGEDALE APP**

Communications Strategist Bridgett Raper stated that the City of Collegedale's app would be available on Apple's I-Tunes on February 27, 2018 and that the android "back button" problem should be fixed with the next systems update.

**THE COMMONS UPDATE**

The Commons Director David Barto stated that the construction of the clock tower is progressing. He also gave updates on several events that will be occurring in 2018, including "The Big Taste" which is moving from Cambridge Square to The Commons in May of 2018 and a crafts fair that will be moving from a Cleveland, Tennessee location to The Commons in the fall of 2018. The Market will open on weekends in April and on Wednesdays through the summer months. Barto also stated that the topiary animals were paid for by the money that was saved on by not having to buy dirt for The Commons. It was decided by the commission to keep the name "Founder's Hall" for The Commons new facility with construction beginning in March of 2018 with an estimated completion date of August, 2018.

## **PARKS AND RECREATION WEBSITE**

Parks and Recreation Director Traci Bennett-Hobek stated that the new Parks and Recreation website, [collegedaleparksandrec.com](http://collegedaleparksandrec.com), can be routed from the City of Collegedale website and has a calendar of events that is linked to the new city app.

## **BILL REED ROAD DRAINAGE UPDATE**

City Engineer Wayon Hines stated that TDOT will be making major changes to Ooltewah-Ringgold Road in approximately 13 years that would alleviate the drainage issue on Bill Reed Road. Hines then stated that he will be contacting MTAS to check on a temporary and legal solution for the city to monitor and solve this issue.

## **PUBLIC WORKS PROJECTS UPDATE**

Public Works Director Eric Sines updated the commission and staff on several ongoing projects such as the salt shed project, the new pavilion located at the duck pond, the Bowen Trail project, installation of additional streetlights on Apison Pike and the repainting of the flag pole at the Veteran's Park. The commission decided that the City of Collegedale will not continue with plans to install a traffic light at Lee Highway and Edgmon Road and also decided that the City of Collegedale will self-fund two separate projects, replacing bridges/culverts on Prospect Church Road and the Edgmon Road-Tucker Road roundabout.

## **50<sup>TH</sup> ANNIVERSARY UPDATE**

Parks and Recreation Director Traci Bennett-Hobek, presented to the commission and staff, plans for the City of Collegedale's 50<sup>th</sup> Anniversary. The special committee, appointed to planning the 50<sup>th</sup> Anniversary celebrations, met on February 15, 2018 and decided to collaborate with other groups and events that will be held throughout 2018. The special committee decided to design 50<sup>th</sup> Celebration banners which businesses, organizations, non-profits and residents can purchase for \$200 each and that will have the sponsors logo printed on them. Only 70 banners will be printed for this commemorative occasion. Hobek informed the commission and staff that the main 50<sup>th</sup> Anniversary event will coincide with the grand opening of Founder's Hall at The Commons on October 21, 2018.

Director of Airport Operations Chris Swain informed the commission and staff that he will be presenting bids for the 95/5 project at the March 5, 2018 commission meeting.

Communications Strategist Bridgett Raper invited those who will be attending the TML Conference in Nashville, March 2018, to a Meet the Legislators reception that will be held at the Double Tree Hotel on Monday night, March 26, 2018 from 7-9pm. The cost for the reception will be evenly distributed between the Small Cities Coalition.

Commissioner Debbie Baker stated that the Library Board would like to go from seven members to nine members with the majority being Collegedale residents. Commissioner Baker also informed the commission and staff that Library Director Joanne Stanfield will be retiring in May 2018 and requested that the city honors her in a special way.

Commissioner Phil Garver stated that Collegedale Inspires is successfully moving forward and wanted to thank Traci Bennett-Hobek for working so diligently to make that happen.

Mayor Katie Lamb informed the commission and staff that the lane markings at Old Lee Highway and Little Debbie Parkway are very hard to see. Mayor Lamb asked if there was an ordinance concerning the issue of persons who live outside of the city limits that drop trash off in vacant residence's trash receptacles. Public Works Director Eric Sines informed her that there is an ordinance against dealing with that issue. Maps for the City of Collegedale were discussed.

**Meeting was adjourned at 6:30 PM.**

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**Katie Lamb, Mayor**

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**Kristi C. Wheeler, City Recorder**

**ORDINANCE #1052**

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP TO REZONE PROPERTY ON OOLTEWAH-RINGGOLD ROAD (SR-321) FROM R-2 (LOW DENSITY SINGLE AND TWO FAMILY RESIDENTIAL) TO C-2 (SHOPPING CENTER COMMERCIAL) DESCRIBED AS HAMILTON COUNTY TAX PARCELS 132P H 011 & 132P H 014, SAID AREA BEING LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF COLLEGEDALE, TENNESSEE**

**WHEREAS,** the authority Tennessee Code Annotated (TCA) Section 13-7-201 allows for the zoning of territory within a municipality; and

**WHEREAS,** the Collegedale Municipal Planning Commission has certified zoning districts as provided for in TCA Section 13-7-202; and

**WHEREAS,** TCA Section 13-7-204 authorizes amendments to a zoning map; and

**WHEREAS,** in accordance with TCA Section 13-7-203 subsection (b), the Collegedale Municipal Planning Commission, as case # ZON2018-03, made a recommendation to approve the zoning amendment herein described to the Board of Commissioners; and

**WHEREAS,** in accordance with TCA Section 13-7-203, subsection (a) a public hearing was held with at least fifteen (15) days' notice being given prior to final reading of this ordinance;

**NOW THEREFORE, BE IT ORDAINED** by the Board of Mayor and Commissioners of the City of Collegedale, Tennessee that the Official Zoning Map referenced in Section 3.02 of the Collegedale Zoning Ordinance be amended as described more accurately within the body of this ordinance:

**Section 1:** The following described property shall be C-2 (Shopping Center Commercial) on the Official Collegedale Zoning Map and shown on the attached illustration:

**Boundary Description for Area to be Zoned C-2**

This change in zoning will affect parcels 011 and 014 of Hamilton County Tax Map 132P, Group H. The parcel is bounded by Ooltewah-Ringgold Road (State Route 321) to the East.

**Section 2:** **This zoning shall be subject to the following conditions:**

- A) Abandon existing lot line between parcels prior to building permit issuance;
- (B) No outdoor storage;
- (C) Automobile sales and repair prohibited
- (D) Commercial telecommunications towers prohibited;



- (E) Gasoline/motor vehicle fuel sales prohibited;
- (F) Approved type 'B' landscape buffer required along boundaries shared with R-2 properties; standard landscape, design, and sign ordinances apply; and
- (G) No back-out parking onto Ooltewah-Ringgold Road.

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

Passed first reading \_\_\_\_\_  
Votes for \_\_\_\_\_ Votes against \_\_\_\_\_

Passed second reading \_\_\_\_\_  
Votes for \_\_\_\_\_ Votes against \_\_\_\_\_

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Attest: City Recorder**

Approved as to form:

\_\_\_\_\_  
**City Attorney**

ST.

WATK

MAP 131 M

PADGETT'S  
ADDN.

"H"-132-P

P.B. 5 PG. 26

"H"-132-P

MAP 140-D

SEE 1"=100'

285M

96  
5424

24.01

137.50  
5420  
137.50

86  
5416

272.27  
83-40

23

2

24

126.46

25

139.99

280M  
140M

9M

139M

86

5M

32M  
65M

70

137

128M

180

5419  
14

11

225M

5421

19

207.48  
Mus Ln

5417  
15

175.5

213

85M

Coltawah Ringgold Rd

200M

10

195M  
5422

100

12

70

"H"  
13

235M  
5416

248M

RY.

**ORDINANCE # 1053**

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP TO REZONE PROPERTY ON LEE HIGHWAY (US-11) FROM C-2 (SHOPPING CENTER COMMERCIAL) TO MU-BC (MIXED USE BUSINESS CENTER) DESCRIBED AS HAMILTON COUNTY TAX MAP NUMBER 133 002, SAID AREA BEING LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF COLLEGEDALE, TENNESSEE**

- WHEREAS,** the authority Tennessee Code Annotated (TCA) Section 13-7-201 allows for the zoning of territory within a municipality; and
- WHEREAS,** the Collegedale Municipal Planning Commission has certified zoning districts as provided for in TCA Section 13-7-202; and
- WHEREAS,** TCA Section 13-7-204 authorizes amendments to a zoning map; and
- WHEREAS,** in accordance with TCA Section 13-7-203 subsection (b), the Collegedale Municipal Planning Commission, as case # ZON2018-04, made a recommendation to approve the zoning amendment herein described to the Board of Commissioners; and
- WHEREAS,** in accordance with TCA Section 13-7-203, subsection (a) a public hearing was held with at least fifteen (15) days notice being given prior to final reading of this ordinance;

**NOW THEREFORE, BE IT ORDAINED** by the Board of Mayor and Commissioners of the City of Collegedale, Tennessee that the Official Zoning Map referenced in Section 3.02 of the Collegedale Zoning Ordinance be amended as described more accurately within the body of this ordinance:

**Section 1:** The following described property shall be MU-BC (Mixed Use Business Center) on the Official Collegedale Zoning Map and shown on the attached illustration:

**Boundary Description for Area to be Zoned MU-BC**

This change in zoning will affect parcel 002 of Hamilton County Tax Map 132. The parcel is bounded by Lee Highway (Route 11/64) to the southeast and White Oak Valley Circle to the west and shown on the attached illustration.

**Section 2:** **The zoning change to MU-BC shall be subject to the following conditions:**

- A. Commercial wireless telecommunications towers prohibited;
- B. Type 'A' vegetative buffer shall be required along along all adjacent residential property boundaries;
- C. Motor vehicle fuel sales prohibited;

- D. Vehicle parking/storage areas shall be enclosed or otherwise screened from rights-of-way and adjacent residential properties;
- E. Work shall not commence before 7 am and shall end prior to 7 pm; and;
- F. Access shall be via White Oak Valley Circle as approved by the City Engineer.

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

Passed first reading \_\_\_\_\_  
 Votes for \_\_\_\_\_ Votes against \_\_\_\_\_

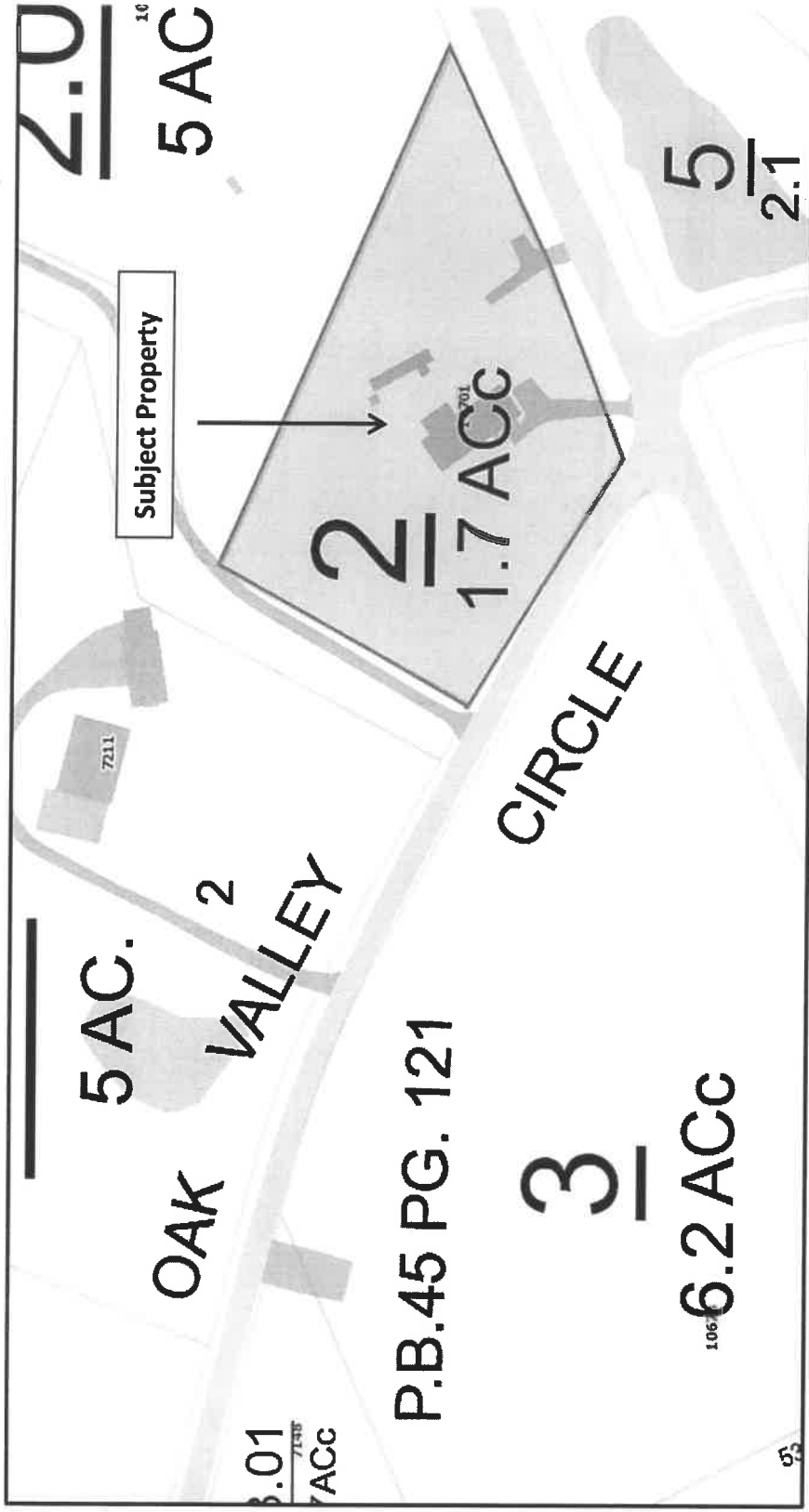
Passed second reading \_\_\_\_\_  
 Votes for \_\_\_\_\_ Votes against \_\_\_\_\_

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Attest: City Recorder**

Approved as to form:

\_\_\_\_\_  
**City Attorney**



Zoning Case ZON2018-04  
 10701 Lee Highway  
 Ordinance #1053