



Board of Commissioners
Work Session Agenda
Thursday, January 5, 2023, 5:30 PM
City Hall, Lakeland, Tennessee 38002

- I. CALL TO ORDER BY MAYOR:
- II. INVOCATION:
- III. PLEDGE:
- IV. ROLL CALL BY RECORDER:
- V. PUBLIC HEARING:
- VI. TREASURER'S REPORT:
- VII. REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:
 - Sheriff's Report
 - City Manager's Report
 - Commissioners' Report
- VIII. PUBLIC COMMENTS:
- IX. SEWERAGE COMMISSION BUSINESS:
- X. CONSENT AGENDA:
 1. Approval of Meeting Minutes from Previous Meetings:
 - a. Regular Meeting Minutes - December 01, 2022
- XI. REGULAR AGENDA:
 1. **Ordinance - First Reading** - amending certain portions of title 14 (Zoning and Land Use Control) Chapter 14 (Signs) of the City of Lakeland's Municipal Code pertaining to Section 14-402 and 14-403 and 14-404. *Recommended by the Municipal Planning Commission*
 2. **Ordinance - First Reading** - amending Article III. Section 2 of the Lakeland Land Development Regulations in order to regulate the placement of smoke shops and CBD stores. *Recommended by the Municipal Planning Commission*

3. **Ordinance - First Reading** - amending title 14, Zoning and Land Use Control, chapter 1, Municipal Planning Commission, section 14-101, Creation and Membership, of the City of Lakeland municipal code.
Sponsored by Mayor Roman
4. **Resolution** - electing a Vice-Mayor and appointing Board of Commissioner liaisons to the City of Lakeland's boards, commissions, and committees.
5. **Resolution** - authorizing appointments to the Industrial Development Board of the City of Lakeland, Tennessee. *Sponsored by Mayor Roman*
6. **Resolution** - appointing members to the Parks and Recreation / Natural Resources Board of the City of Lakeland, Tennessee.
7. **Resolution** - authorizing the Director of Parks and Recreation to submit an application for capital grant funding through the Ford Motor Company Fund.
8. **Resolution** - authorizing the release of the security for public and common improvements in Evergreen Manor Subdivision.
9. **Resolution** - authorizing the release of the security for public and common improvements in Oakwood Grove Subdivision Phases 3, 4 and 5.
10. **Resolution** - approving Change Order #1 for the Fiscal Year 2023 Pavement Marking project.
11. **Discussion and Possible Action** - regarding the City of Lakeland leaf collection program. *Sponsored by Commissioner McCarter*
12. **Discussion and Possible Action** - regarding the City of Lakeland's observed holiday closures. *Sponsored by Mayor Roman*
13. **Discussion and Possible Action** - expenditure history and trend presentation for City personnel costs, support services, and planning functions. *Sponsored by Mayor Roman*

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT:



Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: Regular Meeting Minutes - December 01, 2022

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION



**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 01, 2022, 5:30 P.M.
CITY HALL, LAKE LAND, TENNESSEE 38002**

DRAFT

- I. **CALL TO ORDER BY MAYOR:** The meeting was called to order by Mayor Josh Roman at 5:48 p.m. on Thursday, December 01, 2022.

For the record: Prior to the meeting, the Oath of Office was administered to Mayor Josh Roman, Vice-Mayor Michele Dial, and Commissioner Connie McCarter by the Honorable Judge Kim Koratsky.

- II. **INVOCATION:** Offered by Mayor Roman.

- III. **PLEDGE:** Mayor Roman led the pledge to the flag.

- IV. **ROLL CALL BY RECORDER:** Mayor Josh Roman, Vice-Mayor Michele Dial, Commissioner Jim Atkinson, Commissioner Connie McCarter, and Commissioner Wesley Wright.

Staff personnel in attendance were City Manager Michael Walker, City Engineer Emily Harrell, Planning Director Paul Luker, Parks & Recreation Director Patrick O'Mara, Finance Director Carlin Stuart, Public Works Director Daniel Lovett, City Planner Alex Barthol, Staff Engineer Luis Camarillo Hernandez, Human Resources Generalist Sue Lipscomb, City Recorder Debra Murrell and City Attorney Will Patterson.

- V. **PUBLIC HEARING:**

For the record: Without objection the following item was taken out of order:

- Sheriff's Report: Summary report for the month of November (*Given by Sgt. Terry Love*)

- VI. **TREASURER'S REPORT:**

Presentation of the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022, by Clark Province of Watkins Uiberall, PLLC.

- VII. **REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:**

- City Manager's Report: City Manager Michael Walker offered a report.
 - Human Resources Generalist Sue Lipscomb awarded for Employee of the Year.
- Commissioners' Report:
 - Vice-Mayor Dial offered a report on PRB/NRB activities.

- VIII. **PUBLIC COMMENTS:**

For the record: No comments were heard.

- IX. **SEWERAGE COMMISSION BUSINESS:**



**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 01, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002**

DRAFT

X. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:

- a. Regular Meeting Minutes – November 10, 2022

For the record: Without objection this item was removed for the Consent Agenda and added as item # 13 under Regular Business.

XI. REGULAR AGENDA:

1. Resolution – accepting the annual comprehensive financial report for the fiscal year ended June 30, 2022.

Commissioner Atkinson moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, roll call vote, 4 in favor 0 against 1 abstention (4-0-1).

Vice-Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner McCarter	Abstain
Commissioner Wright	Yea
Mayor Roman	Yea

2. Resolution – amending the terms of office for existing directors of the Industrial Development Board of the City of Lakeland, Tennessee.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, roll call vote, 4 in favor 0 against 1 abstention (4-0-1).

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner McCarter	Pass (Changed to Abstain)
Commissioner Wright	Yea
Mayor Roman	Yea

3. Resolution – authorizing appointments to the Industrial Development Board of the City of Lakeland, Tennessee.

Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

Discussion ensued.

For the record: Comments were heard from the following:
Richard Gonzales – IDB Applicant



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 01, 2022, 5:30 P.M.
CITY HALL, LAKE LAND, TENNESSEE 38002

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Richard Justin – IDB Applicant

After the discussion, Mayor Roman moved to amend the resolution to appoint Richard Gonzales to serve in Category A and to appoint Richard Justin to serve in Category B, seconded by Vice-Mayor Dial.

When the question was called the motion to amend the resolution carried, voice vote, 5 in favor 0 against. (5-0)

When the question was called the resolution passed, as amended, voice vote, 5 in favor 0 against (5-0).

4. **Resolution** – authorizing appointment to the Board of Appeals / Storm Water Board of Appeals. Sponsored by Mayor Roman
Mayor Roman moved to bring this item to the floor, seconded Commissioner Wright.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).

5. **Resolution** – discontinuing the City of Lakeland Economic Development Commission.
Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).

6. **Resolution** – authorizing reappointment to the Parks and Recreation/ Natural Resources Board of the City of Lakeland, Tennessee.
Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).

7. **Resolution** – approving the calendar year 2023 City of Lakeland meeting calendar.
Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

Discussion ensued.

After the discussion, Mayor Roman moved to amend the calendar to have October 5, 2023, as the regular meeting and eliminating the October 12, 2023 meeting, seconded by Commissioner Atkinson.



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 01, 2022, 5:30 P.M.
CITY HALL, LAKE LAND, TENNESSEE 38002

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When the question was called the motion carried, voice vote, 5 in favor 0 against.

When the question was called the resolution passed, as amended, voice vote, 4 in favor 0 against 1 abstention (4-0-1). (Commissioner McCarter abstained)

8. **Resolution** – approving the fiscal year 2024 annual budget preparation calendar.

Mayor Roman moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).

9. **Resolution** – approving the purchase of a 2023 Petersen TL3 Knuckle-boom from Rivercity Hydraulics Inc of Memphis.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Atkinson.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).

10. **Resolution** – authorizing the submittal of an application for the FY2023 Transportation Alternatives Grant through the Memphis Metropolitan Planning Organization.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, roll call vote, 4 in favor 0 against 1 abstention (4-0-1).

Vice-Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner McCarter	Abstain
Commissioner Wright	Yea
Mayor Roman	Yea

11. **Resolution** – approving a contract between Shelby County, Tennessee and City of Lakeland, Tennessee for City Hall ADA Improvements using Community Development Block Grant funds.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

When the question was called the resolution passed, as presented, voice vote, 5 in favor 0 against (5-0).



**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
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DRAFT

12. Resolution – approving annual bonus payments to City of Lakeland, Tennessee, employees.

Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

When the question was called the resolution passed, as presented, roll call vote, 4 in favor 1 against (4-1).

Vice-Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner McCarter	Nay
Commissioner Wright	Yea
Mayor Roman	Yea

13. Approval of Meeting Minutes from Previous Meetings:

a. Regular Meeting Minutes – November 10, 2022

Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

When the question was called the meeting minutes from the previous meeting passed, as presented, roll call vote, 3 in favor 0 against 2 abstentions (3-0-2).

Vice-Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner McCarter	Abstain
Commissioner Wright	Yea
Mayor Roman	Abstain

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT: There being no other business on which to act, the meeting was adjourned at 7:25 p.m. on Thursday, December 01, 2022.



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 01, 2022, 5:30 P.M.
CITY HALL. LAKE LAND. TENNESSEE 38002

DRAFT

These minutes were approved on January 12, 2023.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder



Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: **Ordinance - First Reading** - amending certain portions of title 14 (Zoning and Land Use Control) Chapter 14 (Signs) of the City of Lakeland's Municipal Code pertaining to Section 14-402 and 14-403 and 14-404.
Recommended by the Municipal Planning Commission

Staff Contact: Paul Luker, Planning Director

STAFF RECOMMENDATION

The Municipal Planning Commission recommends the Board of Commissioners approve Ordinance O-1-2023.

BUDGET IMPACT

There is no budgetary impact of this ordinance.

DISCUSSION

See attached Staff Report presented to the Municipal Planning Commission.

ORDINANCE O-1-2023

AMENDING CERTAIN PORTIONS OF TITLE 14 (ZONING AND LAND USE
CONTROL) CHAPTER 14 (SIGNS) OF THE CITY OF LAKELAND'S MUNICIPAL
CODE PERTAINING TO SECTION 14-402 AND 14-403 AND 14-404

WHEREAS, the City of Lakeland's Municipal Planning Commission/Design Review Commission has reviewed the following edits on December 17, 2022, and recommend said edits; and,

WHEREAS, in accordance with Tennessee Code Annotated, Section 13-7-203 the legislative body held a public hearing to obtain citizen input on said amendments; and,

WHEREAS, said public hearing notice was published in a newspaper of general circulation at least 15 days prior to the aforementioned public hearing:

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Lakeland, Tennessee, as follows:

SECTION 1. The City of Lakeland municipal code section 14-402, Definitions, Interpretations, and Computations, is hereby amended to add the following text to paragraph (1) (jjjj):

(iii) National, State and Municipal Flags.

SECTION 2. The City of Lakeland municipal code section 14-403, Signs Exempt from Regulations, is hereby amended to add the following paragraph:

(16) National, State and Municipal Flags.

SECTION 3. The City of Lakeland municipal code section 14-404, Permitted Signs: Location, Size and Number, paragraph 16, Wall Sign, Nonresidential, subpart (a), first paragraph, is hereby amended as follows:

(16) Wall Sign, nonresidential. Wall signs shall be allowed on nonresidential properties that are proportionate to the scale and massing of the building upon which the sign is attached, provided that:

(a) The total area of all wall signs on a building shall not exceed one (1) square foot in area for each linear foot of building frontage; provided, however, that in the case of a primary building or structure located more than one hundred feet (100') from the front property line the design review commission may allow an increase in the permitted sign area at a ratio equivalent to the total distance of the primary building from the front property line divided by one hundred (100) for each linear foot of building frontage not to exceed a maximum of one and one-half (1.5) square feet in area for each one (1) linear foot of building frontage unless

ORDINANCE O-1-2023

AMENDING CERTAIN PORTIONS OF TITLE 14 (ZONING AND LAND USE
CONTROL) CHAPTER 14 (SIGNS) OF THE CITY OF LAKE LAND'S MUNICIPAL
CODE PERTAINING TO SECTION 14-402 AND 14-403 AND 14-404

otherwise restricted. For example, a building located one hundred thirty-eight feet (138') from the front property line may be permitted to have a ratio of 1.38 square feet of sign area for each linear foot of building frontage. Notwithstanding the building frontage, the minimum sign allotment shall be thirty (30) square feet.

SECTION 4. All ordinances in conflict with the provisions of this ordinance are hereby repealed. Further, the provisions of the ordinance are severable. If any provision of this ordinance or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application.

SECTION 5. This ordinance shall take effect immediately upon final passage, the public welfare requiring it.

First Reading: January 12, 2023

Public Hearing:

Final Reading:

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

Meeting Date: December 15, 2022

Project: Amendment to the Lakeland Municipal Code regarding flag exemptions and minimum signage square footage

Staff Contact: Alex Barthol, Staff Planner

STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward this amendment to the Board of Commissioners with a favorable recommendation.

DISCUSSION

Municipal and Nation Flag Exemption from the Sign Ordinance

As a standard, National and Municipal flags are exempt from sign regulations. This amendment adds language that clearly states what staff has already interpreted to be the intent of the Lakeland Municipal Code and to give clarity to the exemption.

Minimum Signage Square Footage

After examining the Sign Ordinances of the surrounding Municipalities, staff has concluded that the addition of a minimum allowable signage square footage for new signage is appropriate. As it is currently written, the Municipal code allows for a 1:1 ratio of building frontage to allowable signage square footage. The addition of a minimum signage square footage allowance of thirty (30) square feet will standardize signage across Lakeland, while also allowing more signage area for tenants who occupy smaller spaces with less building frontage. Staff does not feel that this change will make a material difference in the character or intent of the ordinance but will provide relief for applicants who struggle to provide adequate signage in smaller retail spaces.

Staff will be available at the Planning Commission meeting to answer any questions the Commission may have regarding the proposed amendment.

EXAMPLE MOTIONS

1. Motion to recommend that the Board of Commissioners approve the amendment to the Lakeland Municipal Code as presented by staff.
2. Motion to recommend that the Board of Commissioners approve the amendment to the Lakeland Municipal Code as modified by the Planning Commission.
 - a. List modifications
3. Motion to recommend that the Board of Commissioners disapprove the amendment to the Lakeland Municipal Code.
 - a. Reason for denial

(jjjj) "Sign." Any device, fixture, placard or structure that uses any color, form, graphic, illumination, symbol or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, directs attention to a product, service, place, activity, person, institution, business or solicitation, including any permanently installed or situated merchandise, which is exposed to the view of potential clients or customers and/or the general public, and is located on public or private property, inside or outside of buildings, or to communicate information of any kind to the public, except the following:

(i) Merchandise temporarily displayed in a show window available for sale on the premises and that does not include flashing, neon, or colored lights;

(ii) Decorative devices or emblems as may be displayed on a residential mailbox.

(kkkk) "Sign plan." A plan prepared to scale conforming to submittal requirements contained in this chapter that depict construction details for all types of signage proposed for installation on a parcel.

(llll) "Sign structure." Any structure that supports or has supported or is capable of supporting a sign, including decorative cover.

(mmmm) "Site." A lot, tract or parcel of land considered as one (1) land-unit for purposes of this chapter. For a single-family residence, the site shall be the subdivided lot on which it is located. For multifamily projects, the site shall be all land occupied by the buildings in the project and adjoining such property and under common ownership with it. For vacant land, the site shall be all of the adjoining vacant land under single ownership. For single-occupancy, non-residential properties, the site shall be the subdivided lot that is occupied. For multiple-occupancy properties, the site shall be all land included under the original "site plan" or "subdivision plan" approved by the City of Lakeland.

(nnnn) "Site plan." A scaled graphic schematic of a development site indicating the location of buildings, walkways, signage, lighting, parking, drainage facilities, topography and landscaping, as they are to appear upon the completion of development. Site plans may be required to contain such other information as may be deemed necessary by the design review commission to insure proper development of the site.

(oooo) "Site triangle (or horizontal sight distance)." The horizontal and vertical areas at the intersections of streets and/or driveways which must remain unobstructed in order to ensure that drivers can see traffic and pedestrians around the corner of the intersection, entrance or driveway.

(pppp) "Snipe sign." Any sign that is affixed by any means to trees, utility poles, fences or other objects, where the message appearing thereon is not applicable to the present use of the premises upon which the sign is located.

Ord. #10-145, March 2010, and Ord. # 12-177, Aug. 2012, and replaced by Ord. #16-245, Oct. 2016)

14-403. Signs exempt from regulations. The following signs shall be exempt from regulations under this chapter:

- (1) Any official or public notice or warning required by a valid and applicable federal, state or local law, regulation or ordinance, by a public utility company or by order of a court of competent jurisdiction;
- (2) Traffic signs on private property, such as Stop, Yield and similar signs, which meet Department of Transportation and Manual on Uniform Traffic Control Devices standards and contain no commercial message;
- (3) Government signs for the control and direction of traffic and other regulatory purposes;
- (4) Historic markers recognized by local, state and/or federal authorities;
- (5) Memorial plaques, cornerstones, historical tables and the like;
- (6) Address signs denoting the numerical address designation of the premises on which the sign is placed not to exceed seventy-two (72) square inches in surface area.
- (7) Any sign inside a building, not attached to a window or door, that is not visible from off the site on which it is located;
- (8) Decals, numerals, names, addresses, hours of operation, credit information, etc., attached to a door or window and all of which occupy a total surface area not to exceed three (3) square feet; provided, however, street numbers and addresses shall not be included in calculating the total surface area;
- (9) Any sign inside an athletic field or other enclosed outdoor space, where the sign is not legible from more than three feet (3') beyond the lot line of the site on which it is located;
- (10) Hand carried signs;
- (11) Signs affixed to vehicles and trailers used in the normal transport of goods or persons where the sign is incidental and accessory to the primary use of the vehicle or trailer.
- (12) Works of art with no commercial message; and
- (13) Special event signs for community events sponsored in whole or part by the City of Lakeland.
- (14) Incidental signs on the interior of a property not generally readable from off the property.
- (15) Window signs not exceeding twenty-five percent (25%) up to a maximum of six (6) square feet of the transparent portion of a commercial building facade. (1989 Code, § 4-203, as replaced by Ord. #03-41, June 2003, amended by Ord. #04-59, March 2004, and replaced by Ord. #16-245, Oct. 2016)



Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: **Ordinance - First Reading** - amending Article III. Section 2 of the Lakeland Land Development Regulations in order to regulate the placement of smoke shops and CBD stores. *Recommended by the Municipal Planning Commission*

Staff Contact: Paul Luker, Planning Director

STAFF RECOMMENDATION

The Municipal Planning Commission recommends the Board of Commissioners approve Ordinance O-2-2023.

BUDGET IMPACT

There is no budgetary impact of this ordinance.

DISCUSSION

See attached Staff Report presented to the Municipal Planning Commission.

ORDINANCE O-2-2023

AMENDING ARTICLE III. SECTION 2 OF THE LAKELAND LAND DEVELOPMENT
REGULATIONS IN ORDER TO REGULATE THE PLACEMENT OF SMOKE SHOPS
AND CBD STORES

WHEREAS, the City of Lakeland's Municipal Planning Commission has reviewed the following edits on December 17, 2022, and recommended said edits; and,

WHEREAS, in accordance with Tennessee Code Annotated, Section 13-7-203 the legislative body held a public hearing to obtain citizen input on said amendments; and,

WHEREAS, said public hearing notice was published in a newspaper of general circulation at least 15 days prior to the aforementioned public hearing:

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Lakeland, Tennessee, as follows:

SECTION 1. Article III. Section 2. E (Retail Uses) part 1. Neighborhood Retail of the City of Lakeland Land Development Regulations is hereby amended to strike subpart z. Smoke Shop., and renumber the remaining items as follows:

- z. Sporting Goods Sales and Rental.
- aa. Stationary and Paper Store.
- bb. Toy Shop

SECTION 2. Article III. Section 2. H (Production Uses) of the City of Lakeland Land Development Regulations is hereby renamed to "Production Uses and Adult Oriented Businesses".

SECTION 3. Article III. Section 2. H part 4. Sexually Oriented Business of the City of Lakeland Land Development Regulations is hereby amended to read:

4. Adult Oriented Businesses.

a. Sexually Oriented Business. A business Use that includes an adult arcade, adult bookstore, adult novelty store, adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, and sexual encounter center. Refer to Sexually Oriented Businesses Title 9, Chapter 5 of the Municipal Code for standards.

b. Smoke Shops, Vape Shops and/or CBD Stores. A retail store that derives its largest category of sales from tobacco, nicotine, inhaled smoke or vape products and/or CBD products including accessories.

ORDINANCE O-2-2023

AMENDING ARTICLE III. SECTION 2 OF THE LAKELAND LAND DEVELOPMENT
REGULATIONS IN ORDER TO REGULATE THE PLACEMENT OF SMOKE SHOPS
AND CBD STORES

SECTION 4. The City of Lakeland Land Development Regulations is hereby amended as follows:

Article III. Section 2. L (Use Table) to show the following within the M2 category:

- “Production” row label renamed to “Production/Adult Oriented Businesses”
- “Sexually Oriented Business” row label renamed to “Adult Oriented Business”

SECTION 5. All ordinances in conflict with the provisions of this ordinance are hereby repealed. Further, the provisions of this ordinance are severable. If any provision of this ordinance or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application”.

SECTION 6. This ordinance shall take effect immediately upon final passage, the public welfare requiring it.

First Reading: January 12, 2023

Public Hearing:

Final Reading:

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

Meeting Date: December 15, 2022

Subject: Amendments to the Land Development Regulations: Article III Zoning Regulations regulating the placement of smoke shops, vape shops and CBD stores within the City of Lakeland

Applicant: City of Lakeland

Staff Contact: Paul Luker, Planning Director

STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward this amendment to the Board of Commissioners with a favorable recommendation.

DISCUSSION

BACKGROUND:

Administration has recently received complaints and expressions of concern about the future placement of smoke shops, vape shops and CBD stores in Lakeland. While these types of businesses are legal, they cater to an adult population. Therefore, staff is recommending these types of business be regulated in the same manner as sexually orientated businesses and be restricted to M-2 Manufacturing District. The types of businesses regulated by this amendment would regulate entities that derive its largest category of sales from tobacco, nicotine, inhaled smoke or vape products and/or CBD products including accessories. This amendment would not pertain to retail outlets that sell the above referenced products as an aside to their overall inventory.

ANALYSIS:

The proposed revision will require the following changes to the Land Development Regulations Article III:

1. Strike the use of “smoke shops” as a permitted use in Article III. Section 2. E.z (Retail Uses)
2. Amend Article III Section 2. H (Production Uses) to the following:
 - H. Production Uses and Adult Oriented Businesses
 4. Adult Oriented Businesses
 - a. Sexually Oriented Businesses

b. Smoke Shops, Vape Shops and/or CBD Stores- A retail store that derives its largest category of sales from tobacco, nicotine, inhaled smoke or vape products and/or CBD products including accessories.

3. Amend Article III Section 2. L (Use Chart) to show the following:

- *Production/Adult Oriented Business

- * smoke shops, vape shops and/or CBD stores permitted in the M2- Manufacturing District

EXAMPLE MOTIONS

1. Motion to recommend the Board of Commissioners approve the proposed text amendments to the Land Development Regulations as presented
2. Motion to recommend the Board of Commissioners approve the proposed text amendments to the Land Development Regulations with edits
3. Motion to recommend the Board of Commissioners disapprove the proposed text amendments to the Land Development Regulations
 - a. Reason for denial

III. Zoning Regulations

Section 2 – Uses

may be in one (1) building or clustered in several buildings and typically include laboratories, in- and out-patient facilities, training facilities, medical offices, staff residences, food service, and gift shop.

4. Library/Museum. A publicly accessed structure housing educational, cultural, scientific, artistic, or historic information, resources, and exhibits.
5. Police and Fire. A facility providing public safety and emergency services; training facilities, locker rooms, and limited overnight accommodations may also be included.
6. Post Office. A publicly accessed facility for the collection and distribution of mail and packages and the selling of supplies and mail related products.
7. School: Pre-Kindergarten to Junior High. An education facility for pre-kindergarten through eighth (8) grade, including associated facilities such as ball fields, ball courts, gymnasium, and auditorium.
8. School: High School. An education facility for grades nine (9) through twelve (12), including associated facilities such as ball fields, ball courts, gymnasium, and auditorium.
9. School: Higher Education. An education facility offering post-secondary school educational activities and programs, which may or may not be tied to a degree program; may also include associated facilities such as ball fields, ball courts, gymnasium, and auditorium.

E Retail Uses.

A Use that involves the selling of goods or merchandise to the public for personal or household consumption.

1. Neighborhood Retail. A retail Use involving the Small-Scale sale of goods or merchandise to residents in adjacent neighborhoods. A Use in this category occupies an area of less than 5,000 square feet. Neighborhood Retail include such Uses as:
 - a. Antique Shop.
 - b. Apparel and Accessory Store.
 - c. Art and Education Supplies.
 - d. Bakery, Retail.
 - e. Bicycle Sales and Repair.
 - f. Book, Magazine, and Newspaper Store.
 - g. Camera and Photo Supply Store.
 - h. Collectable Items.
 - i. China and Glassware Shop.
 - j. Convenience Store.
 - k. Drug Store/Pharmacy.
 - l. Fabric and Craft Store.
 - m. Flower or Garden Shop.
 - n. Gift, Novelty, and Souvenir Shop.
 - o. Grocery Store.
 - p. Hardware Store.
 - q. Hobby Shop.
 - r. Jewelry Sales and Repair.
 - s. Luggage and Leather Goods.
 - t. Specialty Food Market (Butcher, Candy/ Confections, Fish Market, Produce, etc.).
 - u. Music Store.
 - v. Office Supply.
 - w. Optical Goods Shop.
 - x. Party Supply Shop.
 - y. Pet Shop.
 - z. Smoke Shop.
 - aa. Sporting Goods Sales and Rental.
 - bb. Stationary and Paper Store.
 - cc. Toy Shop.
2. General Retail. A retail Use involving the sale of goods or merchandise to residents living in the community. A Use in this category occupies an area between 5,000 and 30,000 square feet. General Retail include such Uses as:
 - a. Neighborhood Retail (refer to III.2.E(1)).
 - b. Appliance and Electronic Sales and Service.
 - c. Computer Software Sales and Leasing.
 - d. Department Store.
 - e. Home Furnishings and Accessories Sales and Rentals.
 - f. Medical Supply Store and Rental.
 - g. Musical Instrument Repair and Sales.
 - h. Pawn Shop.
 - i. Vehicle Supply Shop (no service).
 - j. Automobile, Truck, and Trailer Sales and Rental (if in the C2 District, and only at certain locations, per Outdoor Sales Lot standards).
3. Large Scale Retail. A retail Use involving the Large-Scale sale of goods to residents living within the region. It is almost exclusively accessed by automobile and therefore additional consideration shall be given to parking and traffic issues when developing this Use. The goods or merchandise sold may be of the same type or a variety of types as General Retail (refer to III.2.E(2)) and occupy a space greater than 30,000 and less than 75,000 square feet.
4. Warehouse Retail. Warehouse Retail is the same as Large Scale Retail (refer to III.2.E(3)), except that it occupies a space greater than 75,000 square feet.
5. Outdoor Sales Lot. A permanent retail Use where a significant portion of the goods are stored or displayed outdoors. Outdoor Sales Lots include such Uses as:
 - a. Automobile and Truck Sales.
 - b. Automobile, Truck, and Trailer Rental.
 - c. Boat and Recreational Vehicle Sales and Rental.
 - d. Garden Center or Nursery.

III. Zoning Regulations

Section 2 – Uses

meeting times; the businesses do not rely on walk-in customers.

1. **Neighborhood Office.** An office Use that typically occupies less than 5,000 square feet and involves twenty (20) or fewer employees at a given location. Neighborhood office includes such Uses as:
 - a. Architecture/Engineering/Design.
 - b. Business Consulting.
 - c. Computer Programming and Support.
 - d. Detective Services.
 - e. Educational Services (tutor and testing).
 - f. Employment Agency.
 - g. Financial and Insurance.
 - h. Government Offices.
 - i. Law Firm.
 - j. Management Services.
 - k. Licensed Massage Therapy.
 - l. Medical and Dental with Laboratory.
 - m. PR and Advertising.
 - n. Property Development.
 - o. Radio and TV Studio.
 - p. Real Estate.
 - q. Research Agency.
 - r. Surveying.
 - s. Veterinarian.
2. **General Office.** An office Use that typically occupies more than 5,000 square feet and more than twenty (20) employees at a given location. General office includes all Neighborhood Office Uses (refer to III.2.G(1)) on a larger Scale.
3. **Research and Development.** A Use involving the research and/or development of innovative ideas or products in technically intensive fields, including limited on-site manufacturing and laboratory facilities.

H Production Uses.

A category of Uses involving assembly, manufacturing, storing, transferring, and disposal of goods or products.

1. **Craftsman Use.** A Use that involves the Small-Scale production or assemblage of goods resulting in little to no by-products, non-noxious or noxious. It includes a showroom or retail store to showcase or sell the goods produced on-site. Craftsman Uses include such Uses as:
 - a. Bakery, Commercial.
 - b. Ceramic Tile, Floor, and Wall.
 - c. Construction - Special Trade Contractors.
 - d. Furniture and Fixtures.
 - e. Leather Products.
 - f. Metal Shop.
 - g. Miscellaneous Repair (small goods).
 - h. Pottery and Related Products.
 - i. Recording, Sound, or Film Studio.

- j. Sign and Letter Shop.
- k. Small Goods.
- l. Taxidermy.
- m. Textile Mill Products.

2. **Production and Assemblage Uses.** A Use that assembles goods from finished products that may result in noise and other non-noxious by-products.
 - a. Apparel
 - b. Beverage Production and Bottling.
 - c. Electrical Equipment, Appliances, and Instruments.
 - d. Fabricated Metal Products and Machinery.
 - e. Printing, Publishing, and Allied Industries.
 - f. Tool and Die Shop.
 - g. Vehicle Assembly and Testing.
3. **Warehouse, Packing, and Distribution Uses.** A Use requiring significant commercial vehicle access and Large-Scale storage of goods and vehicles, both indoor and outdoor, typically between production and their placement on the market. This includes such Uses as:
 - a. Contractor - Landscaping and Construction.
 - b. Packing and Crating.
 - c. Recycling Center (Collection and Sort).
 - d. Vehicle Staging and Storage (Ambulance, Bus, Limo, Livery, etc.).
 - e. Warehousing and Storage.
 - f. Wholesale Trade of Goods.
4. **Sexually Oriented Business.** A business Use that includes an adult arcade, adult bookstore, adult novelty store, adult video store, adult cabaret, adult motel, adult motion picture theater, adult theater, escort agency, nude model studio, and sexual encounter center. Refer to Sexually Oriented Businesses Title 9, Chapter 5 of the Municipal Code for standards.

I Infrastructure.

A category of Uses for land utilized for public and private support infrastructure. These Uses may not be located within a Building Type.

1. **Parking Lot.** A Lot that does not contain a permitted Building Type and is solely used for the temporary parking of vehicles.
2. **Utility and Infrastructure.** Land utilized for the City's infrastructure needs and include such Uses as:
 - a. Electric or Gas Services
 - b. Sewage Treatment
 - c. Water Treatment and Storage
3. **Wireless Transmission Facility.** A Use of land that includes buildings, cabinets, structures, and facilities, including generating and switching stations, repeaters, antennas, transmitters, receivers, towers, and all other buildings and structures relating to low- power mobile

III. Zoning Regulations

Section 2 – Uses

Uses		Districts																																		
		Neighborhood Commercial			Community Commercial		Regional Commercial		Neighborhood Office		Office		Institutional	Exurban							Neighborhood Civic Space		Neighborhood Open Space		General Open Space		Outdoor Recreation		Conservation	Agriculture	Light Manufacturing			Manufacturing		Infrastructure
		NC	C1	C2	NO	O	P	RE	R1	R2	R3	R4	R5	R6	R7	OS1	OS2	OS3	OS4	OS5	A	M1	M2	M3												
Services	Neighborhood Personal Services	●	●	●												●			●																	
	General Services		●	●																																
	Regional Services			●																																
	Child Day Care	●	●	●	●	●																														
	Outdoor Entertainment			●																																
	Vehicle Service			○																		○														
	Alternative Financial Services		○	●																																
Office	Neighborhood Office	●	○		●	●	●																													
	General Office			●		●	●																													
	Research and Development				●	●																●	●													
Production	Craftsman use	○	○	●																		●	●													
	Production and Assemblage																					○														
	Warehouse and Distribution																					●														
	Sexually Oriented Business																						●													
Infrastructure	Parking Lot	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○												
	Utility and Infrastructure																					○	○	○												
	Wireless Transmission Facility	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●												
Open Space	Neighborhood Civic Space															●																				
	Neighborhood Open Space																●																			
	General Open Space																	●																		
	Large Scale Outdoor Recreation																		●			●														
	Preserve/Conservation																			●																
	Shooting and Archery Range																		○			○														
	Agriculture																				●															
● Permitted ○ Permitted in Upper Stories Only ● Permitted with Development Standards ○ Permitted with a Conditional Use Permit																																				

Alternative Financial Services Permitted with Development Standards in C2 Districts only. Ordinance 17-256, 11/09/2017.

Meeting Cycle: Thursday, January 5, 2023

Subject: **Ordinance - First Reading** - amending title 14, Zoning and Land Use Control, chapter 1, Municipal Planning Commission, section 14-101, Creation and Membership, of the City of Lakeland municipal code. *Sponsored by Mayor Roman*

Staff Contact: Michael Walker, City Manager

STAFF RECOMMENDATION

The Mayor recommends that the Board of Commissioners approve Ordinance O-3-2023.

BUDGET IMPACT

There is no budgetary impact related to this ordinance.

DISCUSSION

The Municipal Planning Commission (combined with the Design Review Commission for the City of Lakeland) plays a vital role in ensuring economic development and design for the City are followed and accomplished according to the standards of excellence expected by Lakeland's residents.

The Mayor seeks to ensure that, as available, more citizen members have the opportunity to serve on the MPC. MPC membership is typically comprised, as stated in the code section, of trained architects, engineers, planners, developers, and landscapers, where possible, who contribute their volunteer time to serve on this board.

The proposed code revision accomplishes two things: 1) It updates the reference to T.C.A., which is currently incorrect in the code; and 2) it allows an additional 2 citizen members to be appointed by the Mayor, allowing for greater representation from qualified and experienced residents.

ORDINANCE O-3-2023

AMENDING TITLE 14, ZONING AND LAND USE CONTROL,
CHAPTER 1, MUNICIPAL PLANNING COMMISSION,
SECTION 14-101, CREATION AND MEMBERSHIP,
OF THE CITY OF LAKELAND MUNICIPAL CODE

WHEREAS, the Board of Commissioners of the City of Lakeland, Tennessee, (the “Board”) desires to encourage additional resident input, guidance, and direction for the City of Lakeland’s planning activities; and

WHEREAS, the Board desires to properly reference the underlying Tennessee Code Annotated (“T.C.A.”) section providing authority for the Municipal Planning Commission (which currently references the section on Regional Planning Commissions); and

WHEREAS, T.C.A. Section 13-4-101(a)(1) allows that “such planning commission shall consist of not less than five (5) members and not more than ten (10) members, the number of members within the limits to be determined by the chief legislative body”:

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Lakeland, Tennessee, as follows:

SECTION 1. The City of Lakeland municipal code Section 14-101, Creation and Membership, is hereby amended to read:

14-101. Creation and membership. Pursuant to the provisions of Tennessee Code Annotated, § 13-4-101 there is hereby created a city planning commission, hereinafter referred to as the planning commission. The planning commission shall consist of not less than seven (7) and not more than nine (9) members, of whom not less than five (5) and not more than seven (7) shall be citizen members appointed by the mayor, one (1) shall be the mayor or his/her designee and one (1) shall be a member of the board of commissioners selected by said board of commissioners to serve as its liaison. The liaison selected by the board of commissioners shall be a voting member of the planning commission. The individual term of the appointed citizen members shall be for a period of three (3) years. Members may be re-appointed each year to provide continuity. Should an appointed citizen member vacate his/her position, the mayor shall appoint a replacement. The member selected by the board of commissioners, including the present liaison member, shall serve at the pleasure of the board of commissioners. All members of the planning commission shall serve as such without compensation. It is recommended that some of the membership, whenever possible, be recognized practitioners in any of the following fields: architecture, engineering, urban planning, residential / commercial construction, or landscaping. (Ord. #00-02, April 2000, as amended by Ord. #00-11, Oct. 2000, Ord. #14-201, March 2014, and Ord.

ORDINANCE O-3-2023

AMENDING TITLE 14, ZONING AND LAND USE CONTROL,
CHAPTER 1, MUNICIPAL PLANNING COMMISSION,
SECTION 14-101, CREATION AND MEMBERSHIP,
OF THE CITY OF LAKE LAND MUNICIPAL CODE

#O-3-2023, Feb. 2023)

SECTION 2. All ordinances in conflict with the provisions of this ordinance are hereby repealed. Further, the provisions of this ordinance are severable. If any provision of this ordinance or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application.

SECTION 3. This ordinance shall take effect immediately upon final passage, the public welfare requiring it.

First Reading: January 12, 2023

Public Hearing:

Final Reading:

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

RESOLUTION R-1-2023

ELECTING A VICE-MAYOR AND APPOINTING BOARD OF COMMISSIONER
LIAISONS TO THE CITY OF LAKELAND'S
BOARDS, COMMISSIONS, AND COMMITTEES

WHEREAS, a Vice Mayor is to be appointed per section 6-20-202 of the City of Lakeland, Tennessee, charter, which states that "the board shall choose from its membership a member to act in the absence, inability, or failure to act of the mayor"; and,

WHEREAS, the Board of Commissioners of the City of Lakeland, Tennessee, also desires to appoint individual Commissioners as liaisons to the city's various boards, commissions, and committees as may be in existence or formed from time to time:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that Commissioner _____ is confirmed as Vice Mayor for the City of Lakeland, Tennessee; and,

BE IT FURTHER RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that liaison appointments are confirmed as follows:

Board of Appeals / Storm Water
Board of Appeals Commissioner: _____

Community Advisory Board Commissioner: _____

Industrial Development Board of
the City of Lakeland, TN
(non-voting liaison role) Commissioner: _____

Lakeland P.U.L.S.E. Comprehensive
Plan Advisory Committee Commissioner: _____

Municipal Planning / Design
Review Commission Commissioner: _____

Parks and Recreation / Natural
Resources Board Commissioner: _____

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

RESOLUTION R-1-2023

ELECTING A VICE-MAYOR AND APPOINTING BOARD OF COMMISSIONER
LIAISONS TO THE CITY OF LAKE LAND'S
BOARDS, COMMISSIONS, AND COMMITTEES

ATTEST:

Debra Murrell
City Recorder

RESOLUTION R-3-2023

AUTHORIZING APPOINTMENTS TO
THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF LAKELAND,
TENNESSEE

WHEREAS, the Industrial Development Board of the City of Lakeland, Tennessee, (the “IDB”) was organized under Resolution 2016/09-79; and,

WHEREAS, the IDB’s *Second Amended and Restated Bylaws* (the “bylaws”) state that “should any position of director become vacant, the Board of Commissioners of the City of Lakeland, Tennessee shall nominate and elect a successor”; and,

WHEREAS, the IDB has two (2) vacant positions in Category C (terms set to expire December 31, 2028, per Resolution R-130-2022) due to director resignations:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that Derek Johnston and Brian Sullivan be appointed to the Industrial Development Board of the City of Lakeland, Tennessee, as directors in Category C with terms expiring December 31, 2028.

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder



City of Lakeland
Application for Boards & Commissions

Name: Johnston Derek Andrew
Last First Middle

Address: [REDACTED]

E-mail: [REDACTED] Phone: [REDACTED]

How long have you lived within Lakeland City Limits? 8.5 years

What is your present job description or profession? Pharmacist Investigator

Present Employer: [REDACTED]

Employer Address: [REDACTED]

How long have you been employed at your present job?

☐ Resume is attached.

Education: (please list the levels of education, any type of degree(s), etc.)

BA-English University of Memphis

Doctor of Pharmacy University of

Tennessee Health Sciences Center

Unique Skills: Problem solving, creativity, communication

What are your interests? Soccer, cooking, travelling



City of Lakeland

Application for Boards & Commissions

COMPLETE A SEPARATE SHEET FOR EACH BOARD/COMMISSION APPLYING FOR AND INDICATE YOUR FIRST CHOICE (AND SECOND/THIRD CHOICE, IF APPLICABLE)

Board or Commission applying for: Industrial Development Board

Check if applicable: ☒ First choice ☐ Second choice ☐ Third choice

List related experience and/or training including volunteer activities: _____

Member-Parks and Recreation Board

List special skills, qualifications, or interests: Ability to read and interpret laws,
rules and regulations, good negotiation and mediation skills, ability to be
discrete and keep confidential information, excellent written and oral communication skills

Reason you chose to volunteer on this Board/Commission: _____

Desire to assist in the development of the community

To be completed by the City of Lakeland

Appointed To: _____

Date of Appointment: _____

Online Form Submittal: Application for Boards and Commissions

noreply@civicplus.com <noreply@civicplus.com>

Fri 12/30/2022 10:19 AM

To: **City Manager** <citymanager@lakelandtn.org>; **Mayor** <mayor@lakelandtn.org>

If you are having problems viewing this HTML email, click to view a [Text version](#).

Application for Boards and Commissions

Last Name*	Brian
First Name*	Sullivan
Street Address*	
City*	Lakeland
State*	TN
Zip Code*	38002
E-mail Address*	
Phone Number*	
How long have you lived within Lakeland city limits?*	3yrs
What is your present job description or profession?*	Pilot Marine Human Factors Evaluator
Present Employer*	
In what municipality is your present employer located?*	Shelby County
Education (please list your highest level of education, any degree(s) attained, etc.)*	BA, Psychology Master's coursework: leadership/human factors
Please list any unique skills enabling you to better serve on a Lakeland board or commission*	Former MPC/DRC board member. Logistics experience. Military command experience.
What are your interests in serving on a Lakeland board or commission?*	Current Lakeland resident with elementary-aged children. Interested in continuing Lakeland's growth with targeted business and development that meets our citizens' vision for Lakeland.
What is your first choice of board or commission on which to serve?*	Industrial Development Board
What is your second choice of board or commission on which to serve?	Board of Appeals / Stormwater Board of Appeals

What is your third choice of board or commission on which to serve?
Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position

Municipal Planning / Design Review Commission

MPC/DRC Hiring Department at [REDACTED] Human Factors evaluator (military command evaluator)

Reason you chose to volunteer

I'm always looking to continue the progress our leaders are striving for within our community. I like our initiatives seeking correct-fit business types (sit down restaurants, etc) and want to continue to contribute where I can to have our City continue on a positive path that we are all proud to see.

* indicates required fields.

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<http://lakelandtn.gov/Admin/FormHistory.aspx?SID=263>

The following form was submitted via your website: Application for Boards and Commissions

Last Name: Brian

First Name: Sullivan

Street Address: [REDACTED]

City: Lakeland

State: TN

Zip Code: 38002

E-mail Address: [REDACTED]

Phone Number: [REDACTED]

How long have you lived within Lakeland city limits?: 3yrs

What is your present job description or profession?: [REDACTED] Pilot
Marine Human Factors Evaluator

Present Employer: [REDACTED]

In what municipality is your present employer located?: Shelby County

Education (please list your highest level of education, any degree(s) attained, etc.): BA, Psychology
Master's coursework: leadership/human factors

Please list any unique skills enabling you to better serve on a Lakeland board or commission: Former

MPC/DRC board member.
Logistics experience.
Military command experience.

What are your interests in serving on a Lakeland board or commission?: Current Lakeland resident with elementary-aged children. Interested in continuing Lakeland's growth with targeted business and development that meets our citizens' vision for Lakeland.

What is your first choice of board or commission on which to serve?: Industrial Development Board

What is your second choice of board or commission on which to serve?: Board of Appeals / Stormwater Board of Appeals

What is your third choice of board or commission on which to serve?: Municipal Planning / Design Review Commission

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position: MPC/DRC

Hiring Department at [REDACTED]
Human Factors evaluator (military command evaluator)

Reason you chose to volunteer: I'm always looking to continue the progress our leaders are striving for within our community. I like our initiatives seeking correct-fit business types (sit down restaurants, etc) and want to continue to contribute where I can to have our City continue on a positive path that we are all proud to see.

Additional Information:

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Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: **Resolution** - appointing members to the Parks and Recreation / Natural Resources Board of the City of Lakeland, Tennessee.

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

City Staff recommends that the Board of Commissioners approve Resolution R-7-2023, after successful nomination of candidates from the pool of candidates provided.

BUDGET IMPACT

There is no budgetary impact related to this resolution.

DISCUSSION

City Staff have received three volunteer applications for two open positions on the Parks and Recreation/Natural Resources Board of the City of Lakeland, TN. All applicants appear well qualified, and are valid residents of the City of Lakeland. Applications are attached from which the BOC may appoint new members to the PRB.

RESOLUTION R-7-2023

AUTHORIZING APPOINTMENTS TO
THE PARKS AND RECREATION/NATURAL RESOURCES BOARD OF THE CITY OF
LAKELAND, TENNESSEE

WHEREAS, the Parks and Recreation/Natural Resources Board ("PRB") plays an important role as the advisory body for the Parks and Recreation Department of the City of Lakeland; and,

WHEREAS, the PRB has two vacant positions; and,

WHEREAS, the Board of Commissioners for the City of Lakeland has the authority to appoint members to the PRB:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that the following qualified residents be appointed to the Parks and Recreation/Natural Resources Board of the City of Lakeland, Tennessee with term end dates listed below:

Vacancy 1: term ending December 31, 2025: _____

Vacancy 2: term ending December 31, 2025: _____

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

Online Form Submittal: Application for Boards and Commissions

noreply@civicplus.com <noreply@civicplus.com>

Wed 12/28/2022 9:47 AM

To: City Manager <citymanager@lakelandtn.org>

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Application for Boards and Commissions

Last Name*	McAnally
First Name*	Sean
Street Address*	
City*	Lakeland
State*	TN
Zip Code*	38002
E-mail Address*	
Phone Number*	
How long have you lived within Lakeland city limits?*	11 years
What is your present job description or profession?*	Marketing and Advertising Sales - Automotive
Present Employer*	
In what municipality is your present employer located?*	Atlanta, Ga - my territory is West Tn, North, MS and North AI
Education (please list your highest level of education, any degree(s) attained, etc.)*	2 years college at Memphis State - no degree
Please list any unique skills enabling you to better serve on a Lakeland board or commission*	I have 5 children from the ages of 4 to 23 and I have coached them all in soccer, t-ball, baseball and football over the past 17 years. I have been involved with Lakeland parks and rec for the past 8 years coaching soccer, t-ball flag football and tackle football. I am plugged into this community and want to see this recreation program grow in Lakeland. I have great organization and
What are your interests in serving on a Lakeland board or commission?*	Improvement of Parks & Rec.
What is your first choice of board or commission on which to serve?*	Parks and Recreation / Natural Resources Board
What is your second choice of board or commission on which to serve?	Parks and Recreation / Natural Resources Board

What is your third choice of board or commission on which to serve?

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position

Parks and Recreation / Natural Resources Board

I have managed hundreds of employees through my years at FedEx and in the Automotive Sales industry while overseeing multimillion dollar books of business.

Reason you chose to volunteer

I want to help make a difference in Lakeland with our youth programs. I only want what is best for Lakeland and our kids. I was also asked to Volunteer for this Parks and Rec Board position.

* indicates required fields.

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<http://www.lakelandtn.gov/Admin/FormHistory.aspx?SID=260>

The following form was submitted via your website: Application for Boards and Commissions

Last Name: McAnally

First Name: Sean

Street Address: [REDACTED]

City: Lakeland

State: TN

Zip Code: 38002

E-mail Address: [REDACTED]

Phone Number: [REDACTED]

How long have you lived within Lakeland city limits?: 11 years

What is your present job description or profession?: Marketing and Advertising Sales - Automotive

Present Employer: [REDACTED]

In what municipality is your present employer located?: Atlanta, Ga - my territory is West Tn, North, MS and North Alabama

Education (please list your highest level of education, any degree(s) attained, etc.): 2 years college at Memphis State - no degree

Please list any unique skills enabling you to better serve on a Lakeland board or commission: I have 5 children from the ages of 4 to 23 and I have coached them all in soccer, t-ball, baseball and football over the past 17 years. I have been involved with Lakeland parks and rec for the past 8 years coaching soccer, t-ball flag football and tackle football. I am plugged into this community and want to see this recreation program grow in Lakeland. I have great organization and communication skills that could help this program grow. My goal is to improve our recreation department so the kids want to play here in Lakeland for years and not in Arlington, Bartlett and others. Organization and communication are key elements to keep the parents happy so that they don't take these kids elsewhere.

What are your interests in serving on a Lakeland board or commission?: Improvement of Parks & Rec.

What is your first choice of board or commission on which to serve?: Parks and Recreation / Natural Resources Board

What is your second choice of board or commission on which to serve?: Parks and Recreation / Natural Resources Board

What is your third choice of board or commission on which to serve?: Parks and Recreation / Natural Resources Board

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position: I have managed hundreds of employees through my years at FedEx and in the Automotive Sales industry while overseeing multimillion dollar books of business.

Reason you chose to volunteer: I want to help make a difference in Lakeland with our youth programs. I only want what is best for Lakeland and our kids. I was also asked to Volunteer for this Parks and Rec Board position.

Additional Information:

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Online Form Submittal: Application for Boards and Commissions

noreply@civicplus.com <noreply@civicplus.com>

Wed 12/28/2022 2:13 PM

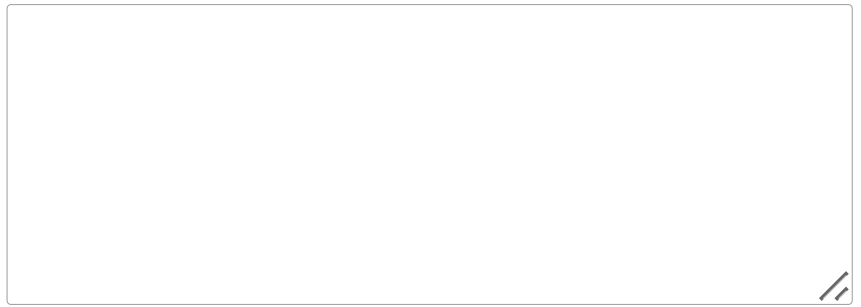
To: City Manager <citymanager@lakelandtn.org>

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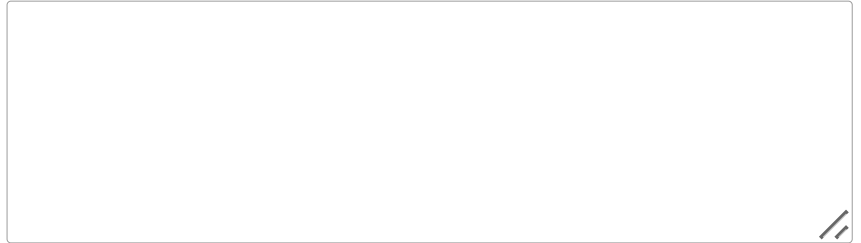
Application for Boards and Commissions

Last Name*	Roman
First Name*	Jeff
Street Address*	REDACTED
City*	Lakeland
State*	TN
Zip Code*	38002
E-mail Address*	REDACTED
Phone Number*	REDACTED
How long have you lived within Lakeland city limits?*	7 years
What is your present job description or profession?*	Insurance agent
Present Employer*	REDACTED
In what municipality is your present employer located?*	Lakeland
Education (please list your highest level of education, any degree(s) attained, etc.)*	Some college at Texas A&M Commerce
Please list any unique skills enabling you to better serve on a Lakeland board or commission*	Active in the community and knowledge of risk and liability
What are your interests in serving on a Lakeland board or commission?*	Because you can't make a difference sitting on the couch
What is your first choice of board or commission on which to serve?*	Parks and Recreation / Natural Resources Board
What is your second choice of board or commission on which to serve?	Please select from this dropdown
What is your third choice of board or commission on which to serve?	Please select from this dropdown

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position



Reason you chose to volunteer



* indicates required fields.

View any uploaded files by [www.lakelandtn.gov/MyAccount]signing in and then proceeding to the link below:

<http://www.lakelandtn.gov/Admin/FormHistory.aspx?SID=261>

The following form was submitted via your website: Application for Boards and Commissions

Last Name: Roman

First Name: Jeff

Street Address: [REDACTED]

City: Lakeland

State: TN

Zip Code: 38002

E-mail Address: [REDACTED]

Phone Number: [REDACTED]

How long have you lived within Lakeland city limits?: 7 years

What is your present job description or profession?: Insurance agent

Present Employer: [REDACTED]

In what municipality is your present employer located?: Lakeland

Education (please list your highest level of education, any degree(s) attained, etc.): Some college at Texas A&M Commerce

Please list any unique skills enabling you to better serve on a Lakeland board or commission: Active in the community and knowledge of risk and liability

What are your interests in serving on a Lakeland board or commission?: Because you can't make a difference sitting on the couch

What is your first choice of board or commission on which to serve?: Parks and Recreation / Natural Resources Board

What is your second choice of board or commission on which to serve?: Please select from this dropdown

What is your third choice of board or commission on which to serve?: Please select from this dropdown

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position:

Reason you chose to volunteer:

Additional Information:

Form submitted on: 12/28/2022 2:13:01 PM

Submitted from IP Address: [REDACTED]

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.lakelandtn.gov/Forms.aspx?FID=95>

CAUTION: This email originated from outside of the City of Lakeland. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Online Form Submittal: Application for Boards and Commissions

noreply@civicplus.com <noreply@civicplus.com>

Thu 12/29/2022 9:24 PM

To: City Manager <citymanager@lakelandtn.org>

If you are having problems viewing this HTML email, click to view a [Text version](#).

Application for Boards and Commissions

Last Name*	Fabacher
First Name*	Crystal
Street Address*	REDACTED
City*	Lakeland
State*	TN
Zip Code*	38002
E-mail Address*	REDACTED
Phone Number*	REDACTED
How long have you lived within Lakeland city limits?*	Lakeland
What is your present job description or profession?*	For 14 years, I was a Medical Service Corps Officer in the U.S. Army Reserves and hospital administrator. While living overseas I taught English at Nagasaki Junior College in Japan and was the Programs coordinator for all Protestant religious programs at
Present Employer*	REDACTED
In what municipality is your present employer located?*	Lakeland
Education (please list your highest level of education, any degree(s) attained, etc.)*	Masters of Business Administration (UMUC) Masters of Healthcare Administration (UMUC) Bachelors of Business Administration (TAMU-CC) Texas Real Estate License (expired)
Please list any unique skills enabling you to better serve on a Lakeland board or commission*	As a Navy family, my husband and I have moved 9 times in the past 20 years so we have been exposed to many different communities and recreation programs and can bring ideas for interesting programs we've seen in other communities. We've chosen Lakeland, TN as our retirement destination and we are excited to call Lakeland our forever home. I am willing to talk to several different groups of people within the
What are your interests in serving on a Lakeland board or commission?*	At each duty station, our family would immediately plug into our church and begin serving in that capacity. It was far more difficult to get connected to the community fast enough to commit to serving on any board or program long term. Now that we know we are staying here, I'd like to find a way to give back to the community where we are planting our family long term.
What is your first choice of board or commission on which to serve?*	Parks and Recreation / Natural Resources Board
What is your second choice of board or commission on which to serve?	Please select from this dropdown
What is your third choice of board or commission on which to serve?	Please select from this dropdown

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position

I'm am able to talk to many different people groups to network and get ideas to make the community an even better place. In addition, my kids and their friends are at an age where they can also offer ideas and perspectives to improve the parks and recreation facilities. In fact, our son is working with Pat O'Mara to build a bridge at IH Park as his Eagle Project for Boy Scouts.

Reason you chose to volunteer

I simply want to give back to the community. No other motive. We are happy living here and want to continue making it a great place to live. We have three kids 16, 14 & 12. Our son attends AHS and our girls attend LPS. Our kids are involved in XC, track, swim, orchestra, Boy Scouts and church activities so we are all over Lakeland participating in many activities and would love to give back to the same community that is

* indicates required fields.

View any uploaded files by [lakelandtn.gov/MyAccount] signing in and then proceeding to the link below:
<http://lakelandtn.gov/Admin/FormHistory.aspx?SID=262>

The following form was submitted via your website: Application for Boards and Commissions

Last Name: Fabacher

First Name: Crystal

Street Address: [REDACTED]

City: Lakeland

State: TN

Zip Code: 38002

E-mail Address: [REDACTED]

Phone Number: [REDACTED]

How long have you lived within Lakeland city limits?: Lakeland

What is your present job description or profession?: For 14 years, I was a Medical Service Corps Officer in the U.S. Army Reserves and hospital administrator. While living overseas I taught English at Nagasaki Junior College in Japan and was the Programs coordinator for all Protestant religious programs at the chapel in Italy.

Present Employer: [REDACTED]

In what municipality is your present employer located?: Lakeland

Education (please list your highest level of education, any degree(s) attained, etc.): Masters of Business Administration (UMUC)

Masters of Healthcare Administration (UMUC)

Bachelors of Business Administration (TAMU-CC)

Texas Real Estate License (expired)

Please list any unique skills enabling you to better serve on a Lakeland board or commission: As a Navy family, my husband and I have moved 9 times in the past 20 years so we have been exposed to many different communities and recreation programs and can bring ideas for interesting programs we've seen in other communities.

We've chosen Lakeland, TN as our retirement destination and we are excited to call Lakeland our forever home. I am willing to talk to several different groups of people within the community to gather ideas on how to help the parks and recreation programs move forward.

What are your interests in serving on a Lakeland board or commission?: At each duty station, our family would immediately plug into our church and begin serving in that capacity. It was far more difficult to get connected to the community fast enough to commit to serving on any board or program long term. Now that we know we are staying here, I'd like to find a way to give back to the community where we are planting our family long term.

What is your first choice of board or commission on which to serve?: Parks and Recreation / Natural Resources Board

What is your second choice of board or commission on which to serve?: Please select from this dropdown

What is your third choice of board or commission on which to serve?: Please select from this dropdown

Please list any related experience (including volunteer experience), training, or skills not already provided on this form that would enable the Board of Commissioners to consider appointing you to a volunteer position: I'm am able to talk to many different people groups to network and get ideas to make the community an even better place. In addition, my kids and their friends are at an age where they can also offer ideas and perspectives to improve the parks and recreation facilities. In fact, our son is working with Pat O'Mara to build a bridge at IH Park as his Eagle Project for Boy Scouts.

Reason you chose to volunteer: I simply want to give back to the community. No other motive. We are happy living here and want to continue making it a great place to live. We have three kids 16, 14 & 12. Our son attends AHS and our girls attend LPS. Our kids are involved in XC, track, swim, orchestra, Boy Scouts and church activities so we are all over Lakeland participating in many activities and would love to give back to the same community that is providing so many great opportunities for my family.

Additional Information:

Form submitted on: 12/29/2022 9:24:00 PM

Submitted from IP Address: [REDACTED]

Referrer Page: No Referrer - Direct Link

Form Address: <http://lakelandtn.gov/Forms.aspx?FID=95>

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Meeting Cycle: Thursday, January 5, 2023

Subject: **Resolution** - authorizing the Director of Parks and Recreation to submit an application for capital grant funding through the Ford Motor Company Fund.

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

City Staff recommends that the Board of Commissioners approve Resolution R-2-2023.

BUDGET IMPACT

There is no budgetary impact to the FY2023 Annual Budget. If awarded, funds will be budgeted in the FY2024 Annual Budget.

DISCUSSION

Ford Motor Company Fund has announced a \$1 Million Capital Grants program for the communities within the vicinity of the forthcoming Blue Oval City. Grant awards will be in the \$25,000 - \$100,000 range. These grants are for capital investment or renovation.

Due to the project timelines, the proposed improvement is the installation and connection of the outdoor restroom building at IH Park.

RESOLUTION R-2-2023

AUTHORIZING THE DIRECTOR OF PARKS AND RECREATION TO SUBMIT AN APPLICATION FOR CAPITAL GRANT FUNDING THROUGH THE FORD MOTOR COMPANY FUND.

WHEREAS, the Ford Motor Company Fund is accepting applications from non-profit agencies and municipalities in West Tennessee for capital project grant funding; and,

WHEREAS, the City of Lakeland desires to make improvements at the International Harvester Managerial Park for the accessibility to amenities of the community; and,

WHEREAS, grant funding is a valuable tool to help the City accomplish its capital and infrastructure goals:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that the Parks and Recreation Director is hereby authorized to submit an application for capital grant funding through the Ford Motor Company Fund.

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder



Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: **Resolution** - authorizing the release of the security for public and common improvements in Evergreen Manor Subdivision.

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

City Staff recommends the Board of Commissioners approve Resolution R-4-2023.

BUDGET IMPACT

There is no budgetary impact related to this resolution.

DISCUSSION

The public improvements for Evergreen Manor Subdivision were accepted in August 2018. The final surface asphalt has been placed and the one (1) year warranty on all other public infrastructure has expired. The City Engineer recommends releasing the security for public and common improvements for Evergreen Manor Subdivision.

RESOLUTION R-4-2023

AUTHORIZING THE RELEASE OF THE SECURITY FOR PUBLIC AND COMMON
IMPROVEMENTS IN EVERGREEN MANOR SUBDIVISION

WHEREAS, the Developer of Evergreen Manor Subdivision requests the security for public and common improvements be released; and,

WHEREAS, the Board of Commissioners accepted Public Improvements for Evergreen Manor Subdivision in August 2018; and,

WHEREAS, the final surface asphalt has been placed and the one-year warranty on all public infrastructure has expired; and,

WHEREAS, the City Engineer has reviewed the request and recommends the security for Evergreen Manor Subdivision be released:

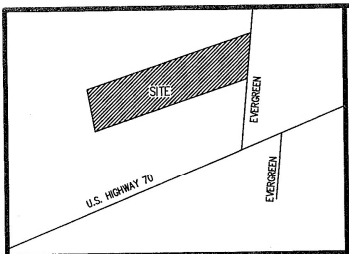
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that the City Manager is hereby authorized to release the security for public and common improvements in Evergreen Manor Subdivision.

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

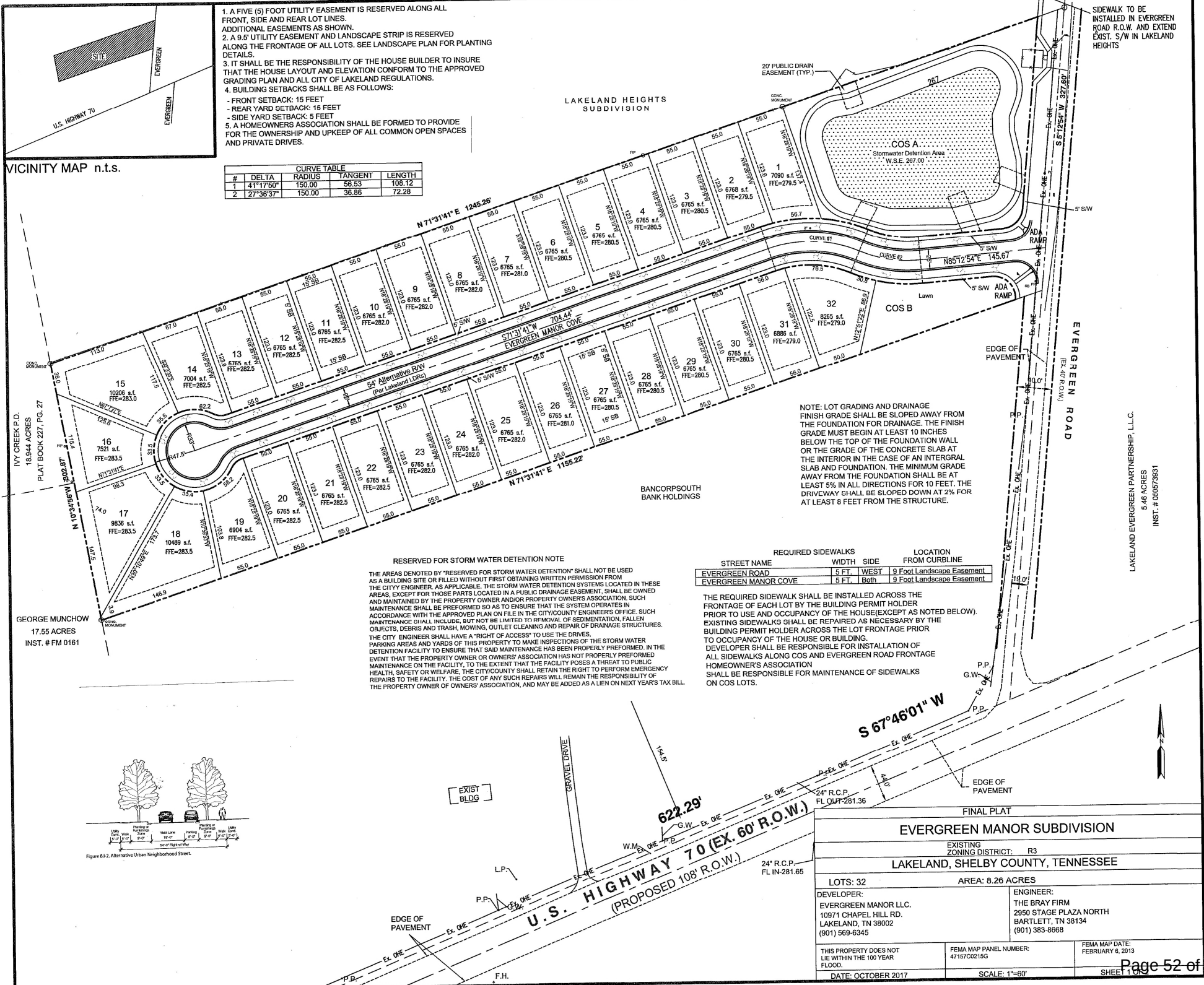


VICINITY MAP n.t.s.

1. A FIVE (5) FOOT UTILITY EASEMENT IS RESERVED ALONG ALL FRONT, SIDE AND REAR LOT LINES. ADDITIONAL EASEMENTS AS SHOWN.
2. A 9.5' UTILITY EASEMENT AND LANDSCAPE STRIP IS RESERVED ALONG THE FRONTAGE OF ALL LOTS. SEE LANDSCAPE PLAN FOR PLANTING DETAILS.
3. IT SHALL BE THE RESPONSIBILITY OF THE HOUSE BUILDER TO INSURE THAT THE HOUSE LAYOUT AND ELEVATION CONFORM TO THE APPROVED GRADING PLAN AND ALL CITY OF LAKELAND REGULATIONS.
4. BUILDING SETBACKS SHALL BE AS FOLLOWS:
 - FRONT SETBACK: 15 FEET
 - REAR YARD SETBACK: 15 FEET
 - SIDE YARD SETBACK: 5 FEET
5. A HOMEOWNERS ASSOCIATION SHALL BE FORMED TO PROVIDE FOR THE OWNERSHIP AND UPKEEP OF ALL COMMON OPEN SPACES AND PRIVATE DRIVES.

#	DELTA	CURVE TABLE		
1	41°17'50"	RADIUS	TANGENT	LENGTH
1	41°17'50"	150.00	56.53	108.12
2	27°36'37"	150.00	36.86	72.28

LAKELAND HEIGHTS
SUBDIVISION



NOTE: LOT GRADING AND DRAINAGE FINISH GRADE SHALL BE SLOPED AWAY FROM THE FOUNDATION FOR DRAINAGE. THE FINISH GRADE MUST BEGIN AT LEAST 10 INCHES BELOW THE TOP OF THE FOUNDATION WALL OR THE GRADE OF THE CONCRETE SLAB AT THE INTERIOR IN THE CASE OF AN INTEGRAL SLAB AND FOUNDATION. THE MINIMUM GRADE AWAY FROM THE FOUNDATION SHALL BE AT LEAST 5% IN ALL DIRECTIONS FOR 10 FEET. THE DRIVEWAY SHALL BE SLOPED DOWN AT 2% FOR AT LEAST 8 FEET FROM THE STRUCTURE.

RESERVED FOR STORM WATER DETENTION NOTE

THE AREAS DENOTED BY "RESERVED FOR STORM WATER DETENTION" SHALL NOT BE USED AS A BUILDING SITE OR FILLED WITHOUT FIRST OBTAINING WRITTEN PERMISSION FROM THE CITY ENGINEER. AS APPLICABLE, THE STORM WATER DETENTION SYSTEMS LOCATED IN THESE AREAS, EXCEPT FOR THOSE PARTS LOCATED IN A PUBLIC DRAINAGE EASEMENT, SHALL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER AND/OR PROPERTY OWNERS ASSOCIATION. SUCH MAINTENANCE SHALL BE PERFORMED SO AS TO ENSURE THAT THE SYSTEM OPERATES IN ACCORDANCE WITH THE APPROVED PLAN ON FILE IN THE CITY/COUNTY ENGINEERS OFFICE. SUCH MAINTENANCE SHALL INCLUDE, BUT NOT BE LIMITED TO REMOVAL OF SEDIMENTATION, FALLEN OBJECTS, DEBRIS AND TRASH, MOWING, OUTLET CLEANING AND REPAIR OF DRAINAGE STRUCTURES. THE CITY ENGINEER SHALL HAVE A "RIGHT OF ACCESS" TO USE THE DRIVES, PARKING AREAS AND YARDS OF THIS PROPERTY TO MAKE INSPECTIONS OF THE STORM WATER DETENTION FACILITY TO ENSURE THAT SAID MAINTENANCE HAS BEEN PROPERLY PERFORMED. IN THE EVENT THAT THE PROPERTY OWNER OR OWNERS ASSOCIATION HAS NOT PROPERLY PERFORMED MAINTENANCE ON THE FACILITY, TO THE EXTENT THAT THE FACILITY POSES A THREAT TO PUBLIC HEALTH, SAFETY OR WELFARE, THE CITY/COUNTY SHALL RETAIN THE RIGHT TO PERFORM EMERGENCY REPAIRS TO THE FACILITY. THE COST OF ANY SUCH REPAIRS WILL REMAIN THE RESPONSIBILITY OF THE PROPERTY OWNER OF OWNERS ASSOCIATION, AND MAY BE ADDED AS A LIEN ON NEXT YEARS TAX BILL.

STREET NAME	WIDTH	SIDE	LOCATION FROM CURBLINE
EVERGREEN ROAD	5 FT.	WEST	9 Foot Landscape Easement
EVERGREEN MANOR COVE	5 FT.	Both	9 Foot Landscape Easement

THE REQUIRED SIDEWALK SHALL BE INSTALLED ACROSS THE FRONTAGE OF EACH LOT BY THE BUILDING PERMIT HOLDER PRIOR TO USE AND OCCUPANCY OF THE HOUSE (EXCEPT AS NOTED BELOW). EXISTING SIDEWALKS SHALL BE REPAIRED AS NECESSARY BY THE BUILDING PERMIT HOLDER ACROSS THE LOT FRONTAGE PRIOR TO OCCUPANCY OF THE HOUSE OR BUILDING. DEVELOPER SHALL BE RESPONSIBLE FOR INSTALLATION OF ALL SIDEWALKS ALONG COS AND EVERGREEN ROAD FRONTAGE. HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR MAINTENANCE OF SIDEWALKS ON COS LOTS.

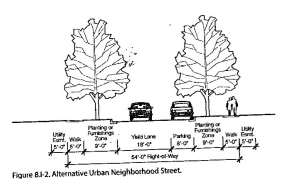


Figure B3.2: Alternative Urban Neighborhood Street

FINAL PLAT

EVERGREEN MANOR SUBDIVISION

EXISTING ZONING DISTRICT: R3

LAKELAND, SHELBY COUNTY, TENNESSEE

LOTS: 32 AREA: 8.26 ACRES

DEVELOPER: EVERGREEN MANOR LLC.
10971 CHAPEL HILL RD.
LAKELAND, TN 38002
(901) 569-6345

ENGINEER: THE BRAY FIRM
2950 STAGE PLAZA NORTH
BARTLETT, TN 38134
(901) 383-8668

THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FLOOD.

FEMA MAP PANEL NUMBER: 47157C0215G

FEMA MAP DATE: FEBRUARY 6, 2013

DATE: OCTOBER 2017

SCALE: 1"=60'

SHEET 1 OF 1

Meeting Cycle: Thursday, January 5, 2023

Subject: **Resolution** - authorizing the release of the security for public and common improvements in Oakwood Grove Subdivision Phases 3, 4 and 5.

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

City Staff recommends the Board of Commissioners approve Resolution R-5-2023.

BUDGET IMPACT

There is no budgetary impact related to this resolution.

DISCUSSION

The public improvements for Oakwood Grove Subdivision Phases 3, 4 and 5 were accepted by the Board of Commissioners in November 2021 and December 2021, respectively. The final surface asphalt has been placed in all phases and the one (1) year warranty on all other public infrastructure has expired. The City Engineer recommends releasing the security for public and common improvements in Oakwood Grove Subdivision Phases 3, 4, and 5.

RESOLUTION R-5-2023

AUTHORIZING THE RELEASE OF THE SECURITY FOR PUBLIC AND COMMON
IMPROVEMENTS IN OAKWOOD GROVE SUBDIVISION PHASES 3, 4, AND 5

WHEREAS, the Developer of Oakwood Grove Subdivision requests the security for public and common improvements be released; and,

WHEREAS, the Board of Commissioners accepted Public Improvements for Oakwood Grove Subdivision Phases 3 and 4 in November 2021 and Phase 5 in December 2021; and,

WHEREAS, the final surface asphalt has been placed and the one-year warranty on all public infrastructure has expired; and,

WHEREAS, the City Engineer has reviewed the request and recommends the security for Oakwood Grove Subdivision Phases 3, 4, and 5 be released:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that the City Manager is hereby authorized to release the security for public and common improvements in Oakwood Grove Subdivision Phases 3, 4, and 5.

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

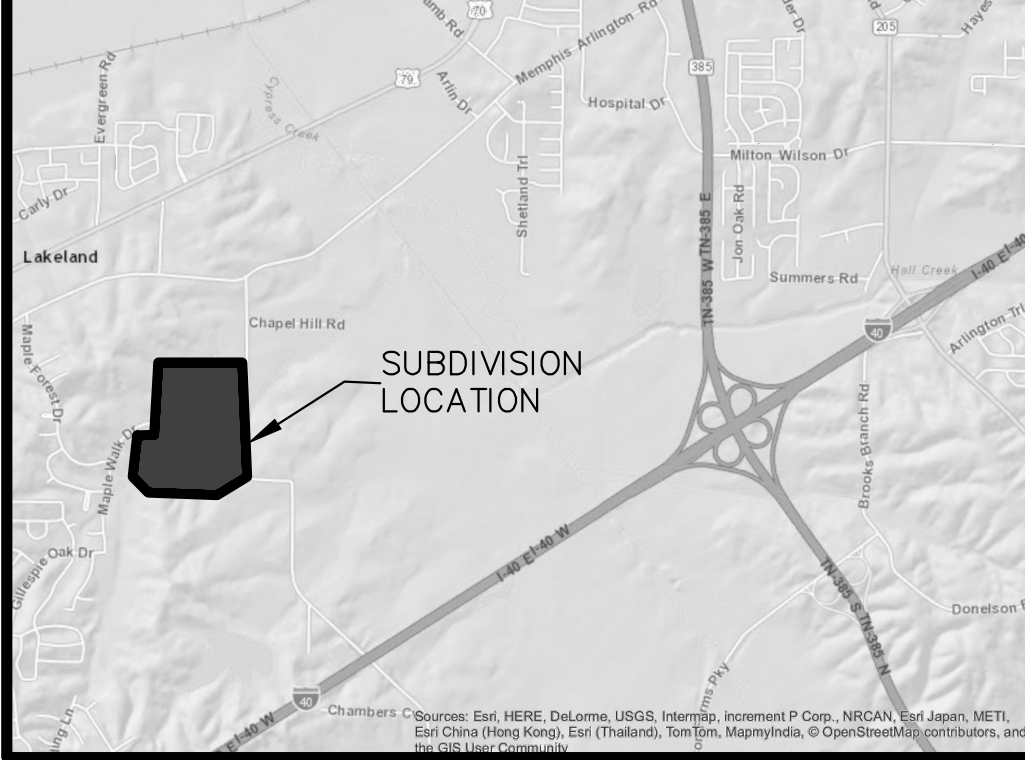
ATTEST:

Debra Murrell
City Recorder

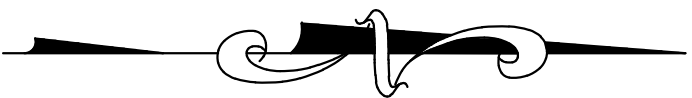
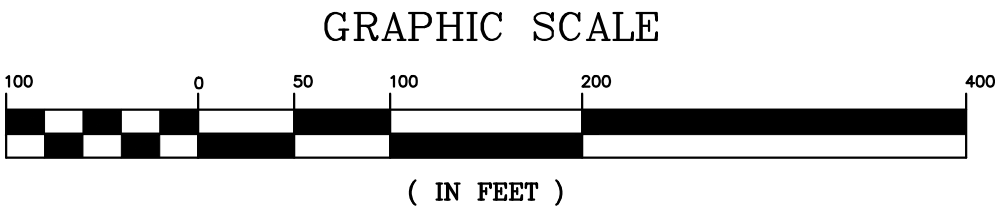
LOT DATA
TOTAL AREA: 96.81 Ac. (4,216,977 SF)
TOTAL COMMON OPEN SPACE:
25.35 Ac. (1,104,040 SF)
PERCENTAGE OPEN SPACE: 26.2%
TOTAL MEDIUM QUALIFIED PRIORITY AREA:
30.45 Ac. (1,326,208 SF)
AREA OF CONSERVATION AREA C:
12.16 Ac. (529,792 SF)
PERCENTAGE OF CONSERVATION AREA C:
40.0%
TOTAL NUMBER OF LOTS: 156
EXISTING ZONING: AG
PROPOSED ZONING: R1, R2, OS2, OS5

NUMBER OF R1 LOTS: 32
R1 MINIMUM SQUARE FOOTAGE: 17,500 SF
R1 MINIMUM LOT WIDTH AT SETBACK: 100'
R1 MINIMUM FRONT YARD SETBACK: 30'
R1 MINIMUM SIDE YARD SETBACK: 10'
R1 MINIMUM REAR YARD SETBACK: 30'

NUMBER OF R2 LOTS: 124
R2 MINIMUM SQUARE FOOTAGE: 10,000 SF
R2 MINIMUM LOT WIDTH AT SETBACK: 80'
R2 MINIMUM FRONT YARD SETBACK: 30'
R2 MINIMUM SIDE YARD SETBACK: 5'
R2 MINIMUM REAR YARD SETBACK: 25'



VICINITY MAP
NTS



EXISTING LIFT STATION TO
BE RELOCATED TO CHAMBER
CHAPEL RD.

LEGEND

- SUBDIVISION PROPERTY/BOUNDARY LINE
- LOT LINES
- PROPOSED RETENTION AREA
- EXISTING STREAM
- PHASE LINE

4 PHASE NUMBER

Phase	Length (ft)
Phase 2	301.46
Phase 4	328.96
Phase 5	815.22
Phase 3-A	224.51
Totals	1670.15

CHAMBERS CHAPEL ROAD FRONTAGE BY PHASE		
OAKWOOD GROVE SUBDIVISION LAKELAND, TENNESSEE		
TOTAL AREA: 96.97 Ac.	NUMBER OF LOTS: 156	
ZONING DISTRICT: AG	WARD 64, BLOCK 51, PARCEL 481	
DEVELOPER: TFB, LLC. 8620 TRINITY RD SUITE 202 CORDOVA, TN 38018 PHONE: (901)753-3950	ENGINEER: LAWSON ENGINEERING AND CONSULTING, INC. 5909 POLK ST. ARLINGTON, TN 38002 PHONE: (901)383-3278 FAX: (901)867-5546	
100 YEAR FLOOD ELEVATION: N/A	FEMA MAP PANEL NUMBER: 47157C0215 G	FEMA MAP DATE: FEBRUARY 6, 2013
DATE: 3/8/15	SCALE: AS SHOWN	SHEET 1





Board of Commissioners

Meeting Cycle: Thursday, January 5, 2023

Subject: **Resolution** - approving Change Order #1 for the Fiscal Year 2023 Pavement Marking project.

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

City Staff recommends the Board of Commissioners approve Resolution R-6-2023.

BUDGET IMPACT

Expenditures are appropriated in the original budget for the State Street Aid Fund as part of the FY2023 Annual Budget.

DISCUSSION

The FY2023 Pavement Marking project includes striping Evergreen Road and Old Brownsville Road. The actual quantity of pavement markings was slightly greater than the estimated quantity in the project documents, resulting in an overage of one thousand two hundred seventy-one dollars and twenty-five cents (\$1,271.25). Change Order #1 will increase the total contract amount to sixty thousand nine hundred seventy-two dollars and twenty-five cents (\$60,972.25).

RESOLUTION R-6-2023

APPROVING CHANGE ORDER #1 FOR THE FISCAL YEAR 2023 PAVEMENT
MARKING PROJECT

WHEREAS, Traf-Mark Industries, LLC is under contract for the Fiscal Year 2023 Pavement Marking project; and,

WHEREAS, the actual quantity of pavement markings applied was slightly greater than the estimated quantity in the bid documents causing a one thousand two hundred seventy-one dollar and twenty-five cent (\$1,271.25) overage; and,

WHEREAS, Change Order #1 will increase the contract amount to sixty thousand nine hundred seventy-two dollars and twenty-five cents (\$60,972.25); and,

WHEREAS, funding for this project is appropriated in the Fiscal Year 2023 Annual Budget for the State Street Aid Fund:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, that the City Manager is hereby authorized to execute Change Order #1 with Traf-Mark Industries, LLC for the Fiscal Year 2023 Pavement Marking Project.

APPROVED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 12th day of January 2023, the public welfare requiring it.

Josh Roman, *Mayor*

ATTEST:

Debra Murrell
City Recorder

RECOGNIZED HOLIDAY CLOSURES COMPARISON

	Lakeland	Shelby County	Tennessee	United States	Arlington*	Bartlett	Collierville	Germantown	Millington	Memphis
New Year's Day	X	X	X	X	X	X	X	X	X	X
MLK Jr Birthday	X	X	X	X	X	X	X	X	X	X
President's Day			X	X	X			X		X
MLK Jr Memorial		X								X
Good Friday	X	X	X		X	X	X	X	X	X
Memorial Day	X	X	X	X	X	X	X	X	X	X
Juneteenth	X	X		X						
Independence Day	X	X	X	X	X	X	X	X	X	X
Labor Day	X	X	X	X	X	X	X	X	X	X
Columbus Day				X						
Veterans Day	X	X	X	X	X	X			X	X
Thanksgiving Day	X	X	X	X	X	X	X	X	X	X
Day after Thanksgiving	X	X	X		X	X	X	X	X	X
Christmas Eve	X	X	X		X	X	X	X	X	X
Christmas Day	X	X	X	X	X	X	X	X	X	X
New Year's Eve	X		X							
TOTAL	13	13	13	11	12	11	10	11	11	13

* Has discussed addition of Juneteenth; no official action taken.