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**CITY OF GALLATIN  
COUNCIL MEETING**

**January 20, 2015**

**6:00 pm**

**Dr. J. Deotha Malone  
Council Chambers**

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- Call to Order – Mayor Paige Brown
- Invocation
- Pledge of Allegiance – Councilwoman Brackenbury
- Roll Call: Alexander – Brackenbury – Camp – Vice Mayor Hayes – Kemp – Mayberry – Overton
- Approval of Minutes: December 02, 2014
- Public Recognition on Agenda-Related Items
- Mayor’s Comments

**AGENDA**

1. **Public Hearing Ordinance No. O1412-68** An ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 1.071 (+/-) acre lot, located south of Hancock Street and east of Green Wave Drive from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to the Multiple Residential and Office (MRO) Zoning District and approving a Preliminary Master Development Plan for Hancock Ridge Apartments, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing severability, and providing for an effective date **(Councilman Camp)**
2. **Second Reading Ordinance No. O1412-68** An ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 1.071 (+/-) acre lot, located south of Hancock Street and east of Green Wave Drive from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to the Multiple Residential and Office (MRO) Zoning District and approving a Preliminary Master Development Plan for Hancock Ridge Apartments, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing severability, and providing for an effective date **(Councilman Camp)**
3. **Second Reading Ordinance No. O1412-67** Ordinance awarding bid and authorizing funds in the amount of \$1,128,565.00 from Natural Gas Reserves for “2014 Annual Gas Line Construction” in various areas of the City **(Councilman Mayberry)**
4. **First Reading Ordinance No. O15Ø1-1** Ordinance amending Chapter 14, Section 14-23 “Collection Service” and Section 14-28, “Refuse Collection Fee” of the Gallatin Municipal Code **(Councilwoman Brackenbury)**
5. **First Reading Ordinance No. O15Ø1-2** An ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 3.22 (+/-) acres, located north of Long Hollow Pike and both east and west of Carellton Drive, from the Residential 8 – Planned Residential Development (R8-PRD) Zoning District to the Multiple Residential and Office (MRO) Zoning District and approving a Preliminary Master Development Plan for Carellton Commercial, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing for severability, and providing for an effective date. **(Vice Mayor Hayes)**

6. **First Reading Ordinance No. O15Ø1-3** An ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 10.525 (+/-) acre parcel, located south of Harris Lane and west of Greenlea Boulevard, from the Agricultural Residential (A) Zoning District to the Multiple Residential and Office (MRO) Zoning District and approving a Preliminary Master Development Plan for Long Hollow Farms Subdivision, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing for severability, and providing for an effective date **(Vice Mayor Hayes)**
7. **First Reading Ordinance No. O15Ø1-4** Ordinance appropriating funds of \$821.04 from donations **(Councilwoman Kemp)**
8. **First Reading Ordinance No. O15Ø1-5** Ordinance appropriating \$45,428.40 to install a fire alarm system for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and Police Annex **(Councilman Alexander)**
9. **First Reading Ordinance No. O15Ø1-6** Ordinance transferring balance of records preservation funds from City Attorney's Office Account No. 110-41620-329 to City Recorder's Office Account No. 110-41510-329 **(Councilman Overton)**
10. **First Reading Ordinance No. O15Ø1-7** Ordinance amending Chapter 13, Section 13-102 "Coverage" of the Gallatin Municipal Code **(Councilman Overton)**

- Other Business
- Public Recognition on Non-Agenda-Related Items
- Adjourn

# City of Gallatin City Council Meeting

December 2, 2014

The Gallatin City Council met in regular session on Tuesday, December 2, 2014 in the Dr. J. Deotha Malone Council Chambers Gallatin City Hall. Mayor Jo Ann Graves called the meeting to order at 6:00 P.M. Councilman Ed Mayberry led the opening prayer and Vice Mayor John D. Alexander led the Pledge of Allegiance.

City Recorder Connie Kittrell was absent from the meeting; Mayor Graves did a visual and all members were present.

## Present:

Mayor Jo Ann Graves  
Vice Mayor John D. Alexander  
Councilwoman Julie Brackenbury  
Councilman Steve Camp  
Councilman Craig Hayes  
Councilwoman Anne Kemp  
Councilman Ed Mayberry  
Councilman Jimmy Overton

## Absent:

## Others Present

David Brown, Leisure Services Dir.  
Rachel Nichols, Finance Director  
Debbie Johnson, Human Resource Dir.  
News Examiner, Reporter  
Nick Tuttle, City Engineer  
Rosemary Bates, Special Projects Director  
Tommy Dale, Assistant Fire Chief  
Ronnie Stiles, Public Works Director

David Gregory, Public Utilities Dir.  
Gallatin News, Reporter  
Don Bandy, Police Chief  
Lori Smiley, IT Director  
James Fenton, EDA Director  
Chuck Stuart, Building Official  
Susan High McAuley, City Attorney

## Approval of Minutes

Mayor Graves presented November 18, 2014 City Council minutes for approval. Councilwoman Kemp made motion to approve; Councilman Overton second. Motion carried with 7 ayes and 0 nays.

### **Public Recognition on Agenda Related Items**

Mayor Graves opened public recognition on agenda related items and with no one wishing to speak public recognition was closed.

### **Mayor's Comments**

Mayor announced the following events:

- "Tuba Christmas Concert" is tonight at 7:00 PM at the First United Methodist Church
- Friday, December 5<sup>th</sup> is the Annual Christmas Tree Lighting Ceremony at 5:00 PM at the Downtown Public Square with the Children's Choirs, Santa's House and "Magic on Main Street" at the Public Library
- December is a short month for meetings; tonight is the only televised meeting and next week in the work session and no additional meetings until 2015.
- Mayor thanked everyone for making Gallatin a great place to live, work and play.

### **Agenda**

#### **1. Ordinance #O1411-64 - Second Reading**

Councilwoman Brackenbury presented this ordinance appropriating \$14,685.33 from revenue received for insurance recoveries.

Councilwoman Brackenbury made motion to approve; Councilman Mayberry second. Motion carried with 7 ayes and 0 nays.

#### **2. Ordinance #O1411- 65 - Second Reading**

Councilman Camp presented this ordinance appropriating \$10,378.70 from revenue received from sale of scrap metal, vehicles, and mowers.

Councilman Camp made motion to approve; Councilman Overton second. Motion carried with 7 ayes and 0 nays.

**3. Ordinance #O1411-66 – Second Reading**

Councilwoman Kemp presented this ordinance appropriating 2014 General Obligation Bond Premium in the amount of \$75,000 for the installation of soccer field lighting at Triple Creek Park.

Councilwoman Kemp made motion to approve; Councilman Overton second. Motion carried with 7 ayes and 0 nays.

Mayor Graves left the meeting to attend Tuba Christmas. Vice Mayor Alexander presided over the meeting at this time.

**Other Business**

Vice Mayor Alexander called for other business.

Councilwoman Brackenbury stated she would like to present resolution #R1412-61 to council.

City Attorney Susan High-McAuley stated that this item was not discussed at a work session or listed on the agenda so the rules will need to be suspended.

Councilman Overton made motion to suspend the rules; Councilwoman Brackenbury second. There was no objection.

Councilwoman Brackenbury presented resolution #R1412-61 approving transfer of employees from the Recorder's office to other departments.

Councilwoman Brackenbury made motion to approve; Councilman Mayberry second. Motion carried with 7 ayes and 0 nays.

**Public Recognition on Non Agenda Related Items**

Vice Mayor Alexander called for public recognition on non-agenda related items and with no one wishing to speak public recognition on non-agenda related items was closed.

**Adjourn**

With no other business to discuss Vice Mayor Alexander adjourned the meeting.

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Mayor Jo Ann Graves

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City Recorder Connie Kittrell

ORDINANCE NO. 01412-68

**AN ORDINANCE OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE, REZONING AN APPROXIMATE 1.071 (+/-) ACRE LOT, LOCATED SOUTH OF HANCOCK STREET AND EAST OF GREENWAVE DRIVE FROM MULTIPLE RESIDENTIAL AND OFFICE – PLANNED UNIT DEVELOPMENT (MRO-PUD) TO THE MULTIPLE RESIDENTIAL AND OFFICE (MRO) ZONING DISTRICT AND APPROVING A PRELIMINARY MASTER DEVELOPMENT PLAN FOR HANCOCK RIDGE APARTMENTS, AUTHORIZING THE REVISION TO BE INDICATED ON THE OFFICIAL ZONING ATLAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the owner of property has submitted a complete application to rezone 1.071 (+/-) acre lot located on Hancock Street; and

**WHEREAS**, the property to be rezoned is located south of Hancock Street and east of Greenwave Drive and is currently zoned Multiple Residential and Office – Planned Unit Development (MRO-PUD); and

**WHEREAS**, the Gallatin Municipal-Regional Planning Commission has reviewed and recommended approval of the proposed rezoning in GMRPC Resolution 2014-97; and

**WHEREAS**, a public hearing was held following public notice as prescribed by the Gallatin Zoning Ordinance and T. C. A. Section 13-7-203; and

**WHEREAS**, the City Council has approved by majority vote of the members present the rezoning request of the described property; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE as follows:**

**Section 1.** The City Council of the City of Gallatin does hereby approve rezoning a 1.071(±) acre lot from the Multiple Residential and Office – Planned Unit Development (MRO-PUD) to the Multiple Residential and Office (MRO) District as described in Exhibit ‘A’ and approves the Preliminary Master Development Plan as described in Exhibit ‘B’ with the following conditions:

1. The Planning Commission approves the proposed alternative bufferyard plan.
2. Stormwater treatment/detention and management practices outlined in City of Gallatin stormwater ordinance and subdivision regulations must be met. Calculations to be submitted with FMDP will further clarify volumes and area requirements.
3. Provide sidewalk access to/from proposed public sidewalk along Hancock Street and extend the public sidewalk along the south side of Hancock Street to Greenwave Drive.

4. A sign permit is required prior to the installation of any signage on the site.

**Section 2.** The City Council of the City of Gallatin does hereby approve, authorize and direct the revision of the City's Official Zoning Atlas to show the classification for the area as hereby rezoned.

**Section 3.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**Section 4.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provision or applications of this ordinance which can be given without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

**BE IT FURTHER ORDAINED BY CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE,** that this Ordinance shall take effect upon final passage, the public welfare requiring such.

PASSED FIRST READING: January 6, 2015.

PASSED SECOND READING:

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MAYOR PAIGE BROWN

ATTEST:

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CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

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SUSAN HIGH-MCAULEY  
CITY ATTORNEY

EXHIBIT 'A'

Legal Description – Lot 25, 1.071 (+/-) Acres

Lackey P.U.D. Lot 25 (Rezoning from MRP-PUD to MRO)

Land lying on the east side of Hancock Street, 180.5 feet northeast of Green Wave Drive in the City of Gallatin, Third Civil District, Sumner County, Tennessee. Being all of the land deeded to James E. Gibson, etux by deed recorded in Record Book 2475, page 506, Register's Office of Sumner County (R.O.S.C.), Tennessee and more particularly described as follows:

Being all of Lot 25, Phase 3, Southwest Developer's Property as recorded in Plat Book 14, page 22, R.O.S.C., Tennessee.

Lackey P.U.D. Lot 7 (Approval of Changes to Current PMDP)

Land lying on the east side of Hancock Street, 180.5 feet northeast of Green Wave Drive in the City of Gallatin, Third Civil District, Sumner County, Tennessee. Being all of the land deeded to James E. Gibson, etux by deed recorded in Record Book 2475, page 506, Register's Office of Sumner County (R.O.S.C.), Tennessee and more particularly described as follows:

Being all of Lot 7, Phase 2, Southwest Developer's Property as recorded in Plat Book 12, page 391, R.O.S.C., Tennessee.

## EXHIBIT 'B'

The Preliminary Master Development Plan for Hancock Ridge Apartments, consist of a one (1) sheet plan, prepared by Kaw Valley Engineering, Inc. of Lenexa, KS, with project No. C14D8021, dated October 29, 2014, with a revised date of November 12, 2014, Site Lighting Plan for Hancock Ridge Apartments prepared by InSite Group, Inc. of Blue Springs, Missouri, consisting of one (1) sheet, number SL1, with project No. 12-3671-0 dated November 12, 2014, and a three (3) sheet Architectural Renderings for Hancock Ridge Apartments, prepared by Wallace Architecture, L.L.C., dated November 2014.

A RESOLUTION OF THE CITY OF GALLATIN MUNICIPAL-REGIONAL PLANNING COMMISSION RECOMMENDING APPROVAL TO GALLATIN CITY COUNCIL OF A REZONING OF 1.07 (+/-) ACRE LOT FROM MULTIPLE RESIDENTIAL AND OFFICE – PLANNED UNIT DEVELOPMENT (MRO-PUD) TO MULTIPLE RESIDENTIAL AND OFFICE (MRO) AND APPROVAL OF PRELIMINARY MASTER DEVELOPMENT PLAN FOR HANCOCK RIDGE APARTMENTS LOCATED SOUTH OF HANCOCK STREET AND EAST GREEN WAVE DRIVE. (PC0370-14)

WHEREAS, The applicant has submitted an application for rezoning and a Preliminary Master Development Plan consistent with Section 12.02.050 of the City of Gallatin Zoning Ordinance, and

WHEREAS, THE CITY OF GALLATIN MUNICIPAL-REGIONAL PLANNING COMMISSION considered the rezoning request and the Preliminary Master Development Plan submitted by the applicant, Kaw Valley Engineering, at its regular meeting on November 24, 2014; and

WHEREAS, THE CITY OF GALLATIN MUNICIPAL-REGIONAL PLANNING COMMISSION has reviewed the application materials and supporting documentation submitted by the applicant, the analysis, findings and recommendations presented by City Staff and in the Planning Commission Staff Report and the evidence and testimony presented during the meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE GALLATIN MUNICIPAL-REGIONAL PLANNING COMMISSION as follows.

Section 1. The Gallatin Municipal-Regional Planning Commission in its deliberations makes the following findings pursuant to TCA § 13-7-202 and 13-7-203 and Section 12.02.020 of the City of Gallatin Zoning Ordinance:

1. The Rezoning and Preliminary Master Development Plan is in agreement and consistent with the intent and recommendations of the Gallatin on the Move 2020, General Development and Transportation Plan, and in particular the Commercial Corridor Character Area.
2. The Preliminary Master Development Plan is consistent with the purpose and intent of the proposed Multiple Residential and Office (MRO) zoning district and complies with the use, restrictions, minimum bulk and height regulations, minimum lot dimensions, yard lines, and minimum building setback line requirements established in said zoning district.
3. The legal purposes for which zoning and subdivision regulations exists have not been contravened.

4. The zoning and Preliminary Master Development Plan amendment will not create adverse effects upon adjoining property owners or any such adverse effect can be mitigated by applying design and performance standards or is justified by the public good or welfare.
5. No one property owner or small group of property owners will benefit materially from the approval to the detriment of the general public.
6. A Preliminary Master Development Plan was submitted with the rezoning application as required by Sections 15.07.030 and 12.02.010 B. and 15.07.030 of the Gallatin Zoning Ordinance and complies with the twelve standards required by the zoning code.

Section 2. Action – The Gallatin Municipal-Regional Planning Commission hereby recommends approval of a rezoning of the subject property from the Multiple Residential and Office – Planned Unit Development (MRO-PUD) zoning district to the Multiple Residential and Office (MRO) zoning district as described in Exhibit ‘A’ with a Preliminary Master Development Plan for Hancock Ridge Apartments with the following conditions:

1. The Planning Commission shall make a decision on whether the proposed alternative bufferyard plan meets the requirements in Section 13.04.100.C of the Gallatin Zoning Ordinance.
2. Stormwater treatment/detention and management practices outlined in city of Gallatin stormwater ordinance and subdivision regulations must be met. Calculations to be submitted with FMDP will further clarify volumes and area requirements.
3. Provide sidewalk access to/from proposed public sidewalk along Hancock Street.
4. IFC 903.2.8 requires automatic sprinkler systems in apartment buildings.
5. IFC 903.3.1.2.1 automatic sprinkler systems shall be provided for exterior balconies.
6. City ordinance SEC. 9-74 FDC Fire Department connections shall be a minimum of 40 feet from the protected structure and shall be within 50 feet from an approved fire hydrant.
7. IFC 503.2.3 fire apparatus access road shall be designed and maintained to support the imposed loads of fire apparatus.
8. A sign permit is required prior to the installation of any signage on the site.
9. Submit 14 half-sized, corrected folded copies of the Preliminary Master Development Plan for City Council.

BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE MUNICIPAL-REGIONAL PLANNING COMMISSION that this resolution shall take effect from and after its final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE: 7

NAY: 0

DATED: 11/24/2014

  
Dick Dempsey, Chairman

  
Johnny Wilson, Secretary

APPROVED AS TO FORM:

  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY



## ITEM 6

### STAFF REPORT TO CITY COUNCIL

Rezoning and Amended Preliminary Master Development Plan for Hancock Ridge Apartments (PC0370-14)

Located South of Hancock Street and East of Green Wave Drive

Date: December 15, 2014

### PUBLIC HEARING

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**REQUEST:** OWNER AND APPLICANT REQUESTS REZONING 1.071 (+/-) ACRE LOT FROM MULTIPLE RESIDENTIAL AND OFFICE – PLANNED UNIT DEVELOPMENT (MRO-PUD) TO MULTIPLE RESIDENTIAL AND OFFICE (MRO) AND APPROVAL OF AN AMENDED PRELIMINARY MASTER DEVELOPMENT PLAN FOR HANCOCK RIDGE APARTMENTS, ON TWO (2) LOTS, COMPRISING 6.990(+/-) ACRES, LOCATED SOUTH OF HANCOCK STREET AND EAST OF GREEN WAVE DRIVE.

**OWNER:** ZIMMERMAN PROPERTIES, LLC

**APPLICANT:** KAW VALLEY ENGINEERING (MIKE OSBURN, P.E.)

**STAFF RECOMMENDATION:** RECOMMEND APPROVAL OF RESOLUTION 2014-97 TO CITY COUNCIL

**STAFF CONTACT:** KEVIN CHASTINE

**PLANNING COMMISSION DATE:** NOVEMBER 24, 2014

**CITY COUNCIL DATE:** DECEMBER 9, 2014 (COUNCIL COMMITTEE)

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**PROPERTY OVERVIEW:** The owner and applicant requests rezoning a 1.071 (+/-) acre lot from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) and approval of an Amended Preliminary Master Development Plan for Hancock Ridge Apartments, on two (2) lots comprising 6.990 (+/-) acres, located south of Hancock Street and east of Green Wave Drive. Multi-Family Dwellings are a permitted use in the MRO zone district. (Attachment 7-1)

#### CASE BACKGROUND:

##### ***Previous Approvals***

The originally approved Lackey Planned Unit Development identified the lot at 307 Hancock Street as Lot 7 and rezoned this lot to Multiple Residential and Office - Planned Unit Development. In that original approval, Lot 7 was designated as Retail Sales and Service use with a proposed 43,625 square foot building. Through the following years there have been numerous amendments and updates to the Lackey PUD, and specifically Lot 7. Lot 7 was platted as part of the Southwestern Developer's property Mixed Use P.U.D. Subdivision in 1989 (P.B. 12 PG. 391.) The most recent revision to Lot 7 came in 2008 (PC File # 4-1-08) when the Planning Commission approved, at the November 24, 2008 meeting, an Amended Preliminary Master Development Plan, as a minor amendment, to

add the Financial, Consulting, and Administrative, General Personal Service, Food Service, and Medical Service uses to Lot 7. The property identified as Lot 7 of the Lackey PUD has never been developed or improved in any manner and remains vacant at this time.

The originally approved Lackey Planned Unit Development identified Lot 25. In that original PUD approval, Lot 25 was designated for Financial, Consulting, and Administrative use with a proposed 9,000 square foot building. Lot 25 was platted as part of the plat of Phase 3 of Lackey PUD in 1992 (P.B. 14, PG 22) (Attachment 6-3). The Planning Commission approved, on November 24, 2008, an Amended Preliminary Master Development Plan, as a minor amendment, to add the, General Personal Service and Medical Service uses to Lot 25. (PC File # 4-1-08) Lot 25 is located west of Lot 7 and was approved in 2008 for two (2) 1,920 square foot office buildings. That PMDP is no longer valid. Lot 25 has never been developed or improved in any manner and remains vacant.

On November 26, 2012, the Planning Commission recommended for approval to City Council to rezone Lot 7 from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) and a Preliminary Master Development Plan for a 64 unit multi-family development. The rezoning and PMDP passed second reading at the January 15, 2013 City Council meeting. The PMDP is valid until November 26, 2014.

The Planning Commission reviewed and approved the rezoning and modified PMDP at their November 24, 2014 meeting with several conditions of approval as described in Resolution 2014-97. Those conditions relevant to the rezoning and master development plan are made conditions of approval in the draft ordinance.

**DISCUSSION:**

***Proposed Development***

The currently approved PMDP for Hancock Ridge Apartments (PC0046-12) includes four (4) buildings containing 64 units, a leasing office/clubhouse, pool, and tot lot. (Attachment 6-4) Due to the availability of the adjacent 1.071 (+/-) acre lot the applicant is requesting to include that lot as part of the development and amend the PMDP. The applicant is proposing to rezone Lot 25 from Multiple Residential and Office – Planned Unit Development to Multiple Residential and Office so the new parcel will match the zoning of the currently approved plan and approval of an amended Preliminary Master Development Plan to increase the number of multi-family units from 64 to 96 by adding one (1) additional building and increasing two (2) buildings to three (3) stories. The proposed multi-family development contains five (5) buildings, a leasing office/clubhouse, pool, and tot lot. The 96 units consist of:

- 12 one-bedroom units
- 48 two-bedroom units
- 36 three-bedroom units

The estimated construction schedule for the multi-family residential development is to begin in summer 2015 and complete the project by summer 2016. The multi-family development will require a Final Master Development Plan to be submitted, reviewed and approved by the Gallatin Planning Commission prior to the beginning of any construction.

**Natural Features**

The natural topography of the existing vacant lots begins from the highest point of elevation (498') located at the northwest corner of the project site, with a steady slope, towards the lowest point of elevation (474') located along the eastern property boundary along Town Creek. Based on FEMA FIRM Map 471650427G a portion of the site is located within the floodway of Town Creek and in flood zone 'AE'. No development is proposed in any special flood hazard area except that a future greenway easement is included within the area that is designated as a flood zone.

**Adjacent or Area Uses**

The adjacent areas to the north, south, east, and west are all developed. The areas to the south and east are single family subdivisions zoned Residential-10 (FoxFire) and Residential-15 (Halewood Estates) respectively. To the northwest, across Hancock Street, is the Greenwood Apartments zoned Multiple Residential and Office – Planned Unit Development. To the west, on Lot 24, is a small professional office, zoned MRO-PUD. To the north, the property is zoned Multiple Residential and Office – Planned Unit Development and is currently used as a landscaping and lawn maintenance company.

The applicant recently acquired Lot 25 and desires to amend the multi-family development to include an additional building and parking area on Lot 25. The applicant is also requesting to rezone Lot 25 to Multiple Residential and Office in order to match the zoning of Lot 7.

**Access**

Two (2) access points are proposed for this project. The first access point is located on Lot 7, just east of the property line with Lot 25 and provides direct access to Hancock Street. This access point was approved as part of the original PMDP in 2012. The second access point is located on the west side of Lot 25 and provides access via a joint access easement shared with Lot 24. The shared access was part of the original Lackey PUD approval and will remain as part of this PMDP.

The *Gallatin on the Move 2020 General Development Plan* indicates a future greenway located along Town Creek. The applicant has shown a greenway easement varying in width from 60 feet to 85 feet, which allows flexibility in locating the future greenway.

**Stormwater**

The Preliminary Master Development Plan indicates six (6) rain gardens and one (1) bio-swale/retention basin. These rain gardens and bio-swale basin are placed throughout the site to assist with stormwater infiltration as well as provide water quality treatment. The rain gardens and bio-swale basin will attenuate the sheet flow run-off that will occur to the rear of the site and into Town Creek. A more detailed drainage plan will be submitted with construction drawings and with the Final Master Development Plan.

**Architectural Designs**

Three (3) different building types proposed as part of this development. Buildings 3 and 4 are proposed three (3) two-story apartment buildings and Buildings # 1, 2, and 5 are proposed two (2) three-story buildings. There is also a clubhouse/leasing office building. The five (5) apartment buildings contain a total of 96 apartment units.

***Multi-Family Buildings***

The apartment buildings have symmetrical elevations and are two (2) stories and three (3) stories in height. The approximate ridgeline height is 31 feet for the two (2) story buildings and approximately 41 feet for the three (3) story buildings. The main roof is a hipped roof with gable roofs used to emphasize projecting bays within the building elevation. The building materials are a brown brick, a varying color stacked stone, cement fiberboard siding, and cement fiber shingles within the gable ends of the roofline. The front and rear elevation consists of brick and stone and fiber cement siding. (Attachment 6-5)

The front and rear elevations of both the two (2) and three (3) story buildings are symmetrical and can be divided into four (4) equal bays. The lower level of the two (2) story elevation consists of brick and stacked stone, with the only exception being the pair of brick piers that flank each of the two (2) breezeways. The upper half of the elevation consists of fiber cement siding, with the only exception being the pair of brick piers that flank each of the two (2) breezeways. All of the windows are six (6) over six (6) double hung windows.

The elevations for the three (3) story buildings match the two (2) story elevations with the exception that the brick and stone covers both the first and second floors, with the fiber cement siding being located on the third floor.

The front and rear elevations are symmetrical and arranged around each of the breezeways. Each breezeway is accentuated by the extension of the hipped roof positioned over two (2) square brick piers and columns. To each side of the breezeways are the projecting bays that project outward and are topped with gables roofs. There are cement fiber siding shingles located within each gable end along with a circular vent. To the outer edge of each breezeway, the projecting bays contain the recessed patio/porch area for each floor. To the inter edge of each breezeway, the projecting bays contain the recessed patio/porch area for those particular units as well as a window internal to the unit that projects outward.

The conceptual architectural elevations for the buildings meet the Basic Design Criteria of the Gallatin Zoning Ordinance, Section 13.08.010.A, since the building is shown to be constructed with 71 percent masonry on the front and rear elevations and 87 percent masonry on the side elevations of the two-story buildings. The three story buildings are shown to be constructed with 70 percent masonry on the front and rear elevations and 77 percent masonry on the side elevations. (Attachment 6-5)

***Leasing Office/Clubhouse***

The clubhouse is a one (1) story building with a complex hipped roof structure with a projecting gable roof adjacent to the entrance, which is located within a recessed porch on the right side of the elevation. The roof will be covered with architectural dimensional shingles. On the left (west) side of the elevation, the gable projection is sheathed in a light brown colored brick, while the right (east) side of the elevation, under the porch, is sheathed in fiber cement board, with a brick base to the wall. The porch is covered by the primary roof structure and is supported by three (3) square piers on brick bases.

In 2012 the Planning Commission requested additional brick on the clubhouse and the applicant responded by providing 100 percent brick on all four (4) elevations of the clubhouse.

Final architectural designs will be submitted with the Final Master Development Plan.

***Lot Layout***

The multi-family development is proposed on two (2) lots comprising 6.990 (+/-) acres (Lot 7 and Lot 25 of the Lackey Planned Unit Development). Since the two (2) lots will be used as a single development site the property will need to be re-plated as described in note #19. However, the project will not include individual lots.

***Open Space and Bufferyard***

The applicant has shown the required Type 10 bufferyard along the northern and western property boundaries. Along the southern property boundary the adjacent zoning is Residential 10 and requires a Type 30 bufferyard. In lieu of the required Type 30 bufferyard the applicant is requesting an Alternative Type 30 bufferyard along the remainder of the southern property boundary. The applicant is requesting an alternative bufferyard plan with the PMDP per Section 13.04.100.C of the Gallatin Zoning Ordinance. The Planning Commission shall make a decision on whether the proposed alternative bufferyard plan meets the requirements in Section 13.04.100.C of the Gallatin Zoning Ordinance.

The Alternative Type 30 bufferyard will consist of the required plant material within a 17 foot wide bufferyard area, with the addition of a continuous row of broadleaf evergreen shrubs to help form an opaque barrier along this portion of the property boundary. The applicant is also requesting an Alternative Type 40 bufferyard along the eastern property boundary which includes the creek that runs along that portion of the property. The applicant requests to use the existing plant material and trees to satisfy the bufferyard requirement along the eastern property boundary. The applicant shall provide a tree inventory as part of the Final Master Development Plan for the existing trees that will be used to satisfy the Type 40 Bufferyard requirement.

Also, the applicant has met and/or exceeded all internal landscaping requirements. Finally, the applicant has shown the landscaping/screening plan for the HVAC units and dumpster enclosures.

The final bufferyard and landscaping plan will be provided with the Final Master Development Plan.

***Signage***

The applicant has indicated a monument sign to be installed at the main entrance along Hancock Street. The sign is shown with a 15 foot setback from the right-of-way. The applicant has provided a preliminary design of the monument sign, which is in compliance with the sign requirement of the Gallatin Zoning Ordinance. (Attachment 6-6) The applicant shall submit a detailed drawing of the final monument sign as part of the Final Master Development Plan. A sign permit is required prior to the installation of any signage on the site.

***Photometric Plan***

The applicant has submitted a photometric plan that meets the illumination standards in Table 13-04 of the Gallatin Zoning Ordinance. (Sheet SL1 of Attachment 6-2)

***Engineering Division Comments***

The Engineering Division reviewed and commented on the Preliminary Master Development Plan. The applicant satisfactorily addressed the Engineering Division comments; however the applicant shall comply with the following.

1. Stormwater treatment/detention and management practices outlined in city of Gallatin stormwater ordinance and subdivision regulations must be met. Calculations to be submitted with FMDP will further clarify volumes and area requirements.
2. Provide sidewalk access to/from proposed public sidewalk along Hancock Street.

***Fire Department Comments***

The Fire Department reviewed and commented on the Preliminary Master Development Plan. The applicant satisfactorily addressed the Fire Department comments. At the time of building plan review the applicant shall comply with the following:

1. IFC 903.2.8 requires automatic sprinkler systems in apartment buildings.
2. IFC 903.3.1.2.1 automatic sprinkler systems shall be provided for exterior balconies.
3. City ordinance SEC. 9-74 FDC Fire Department connections shall be a minimum of 40 feet from the protected structure and shall be within 50 feet from an approved fire hydrant.
4. IFC 503.2.3 fire apparatus access road shall be designed and maintained to support the imposed loads of fire apparatus.

**FINDINGS:**

1. The Rezoning and Preliminary Master Development Plan is in agreement and consistent with the intent and recommendations of the Gallatin on the Move 2020, General Development and Transportation Plan, and in particular the Commercial Corridor Character Area.
2. The Preliminary Master Development Plan is consistent with the purpose and intent of the proposed Multiple Residential and Office (MRO) zoning district and complies with the use, restrictions, minimum bulk and height regulations, minimum lot dimensions, yard lines, and minimum building setback line requirements established in said zoning district.
3. The legal purposes for which zoning and subdivision regulations exists have not been contravened.
4. The zoning and Preliminary Master Development Plan amendment will not create adverse effects upon adjoining property owners or any such adverse effect can be mitigated by applying design and performance standards or is justified by the public good or welfare.

5. No one property owner or small group of property owners will benefit materially from the approval to the detriment of the general public.
6. A Preliminary Master Development Plan was submitted with the rezoning application as required by Sections 15.07.030 and 12.02.010 B. and 15.07.030 of the Gallatin Zoning Ordinance and complies with the twelve standards required by the zoning code.

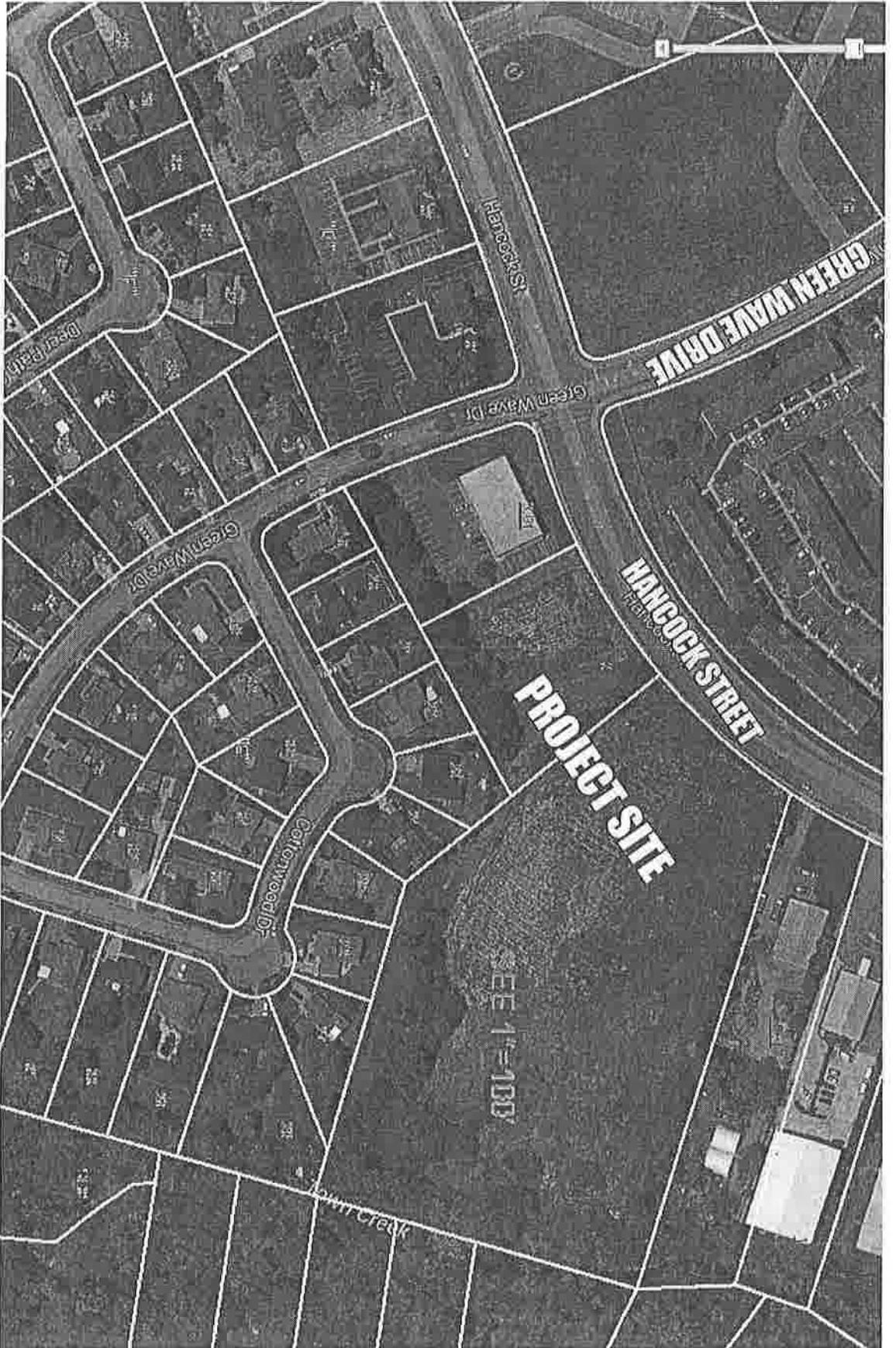
**RECOMMENDATION: \***

Staff recommends that the City Council schedule Ordinance No. O1412-68 for 1<sup>st</sup> reading on January 6, 2015 to rezone a 1.071 (+/-) acre lot from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) and approve an Amended Preliminary Master Development Plan for Hancock Ridge Apartments, on two (2) lots, comprising 6.990 (+/-) acres, located south of Hancock Street and east of Green Wave Drive, with the following condition of approval:

**Attachment 6-1 City Council Ordinance No. O1412-68**  
**Attachment 6-2 Rezoning Exhibit**

*\*The applicant has requested that the item be considered for a Second Reading at the same meeting as the scheduled Public Hearing (January 20, 2015) so that their housing tax credit program application can be submitted by their February 2, 2015 deadline.*

# ATTACHMENT 6-1



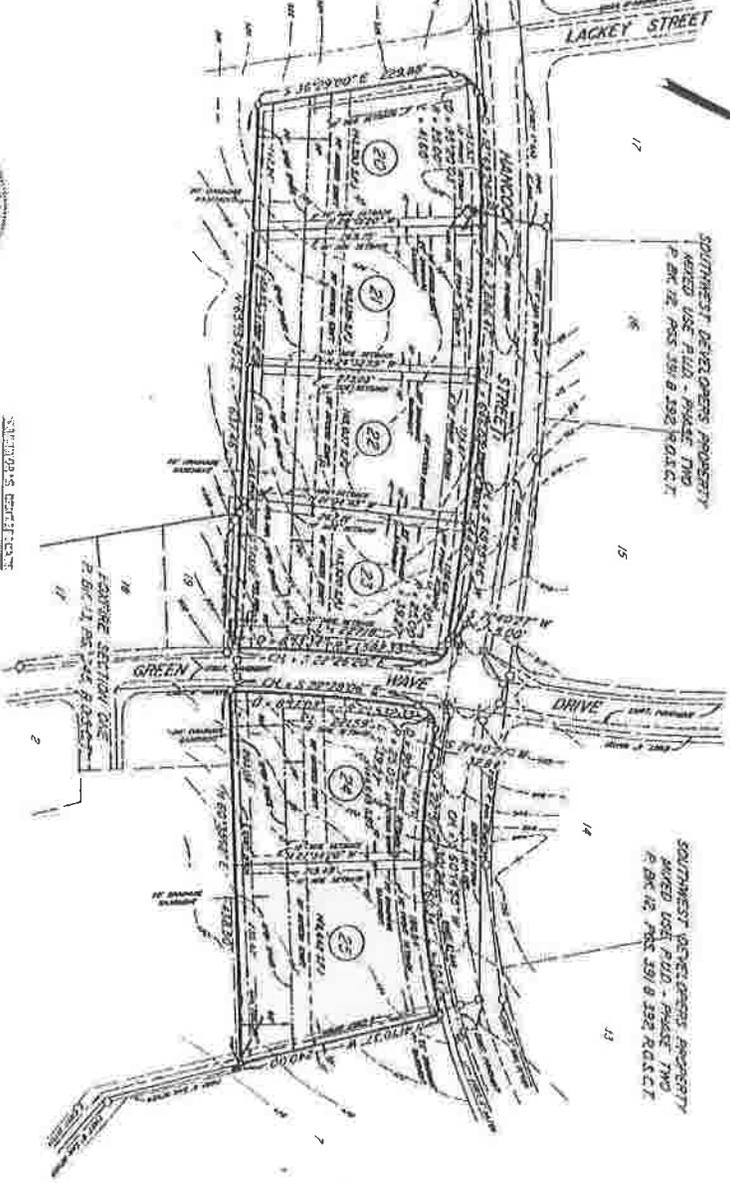
Prepared By: Kevin Chastine, AICP  
Prepared On: November 18, 2014

Location Map  
HANCOCK RIDGE APARTMENTS  
PC0370-14



# ATTACHMENT 6-3

NOTE: The tracts shown on this plat are located within the boundaries of the Lackey Property P.O.D. All construction shall be in conformance with the Final Master Plan for the Lackey Property, Phase Three, Lots 20 through 25. The final Master Development Plan can be reviewed at the Planning & Zoning Administrator of the City of Gallatin.



10/30/92



I, JIMMY GIBSON, PLANER, CERTIFY THAT THIS IS A CLASS "C" SURVEY, AND THAT THE REPERCUSSION RATIO OF THE UNDERSIGNED SURVEY IS AT LEAST 1:1,200 AS SHOWN HEREIN.

SIGNED: *Jimmy Gibson* 3-10-92

CAROL GAYN, SURVEYOR  
Rt. 1, BOX 35-A  
SPRINGFIELD, TENN. 37071  
TEL. 615-714-0899

OWNER  
SOUTHWEST DEVELOPERS  
P.O. BOX 6  
GALLATIN TN 37066  
615-452-8203

ZONED: M.R.2 - R.U.D

CIVIL DISTRICT OF SUMNER COUNTY, TENNESSEE

DATE: JANUARY 6, 1992

DEED: R. BK. 182, PG. 921, R.O.S.C.T.

MAP: 1264, 699, B, PAR. 3, R.O.S.C.T.

126-0, 699, B, PAR. 4, R.O.S.C.T.

LOCATED IN THE CITY OF GALLATIN, 3 RD.

PLAT OF  
PHASE 3  
LOTS 20 - 25  
OF  
LACKEY PROPERTY P.U.D.

REGISTERED IN... Plat  
Book 14 Page 22

FILED IN...  
2:30 PM  
4-28-92

**CERTIFICATE OF OWNERSHIP AND DEDICATION**  
I (we) hereby certify that I am (we are) the owner(s) of the property shown and described herein as evidenced in book number 126, page 92, and that I (we) County Registrar's Office, and that I (we) hereby agree this plan of subdivision and that other of irrevocable dedication for all public roads, utilities, and other facilities have been filed as required by Gallatin Municipal-Regional Subdivision Rept. 1110000.

Date: *4-28-92*  
*Carol Gayn*  
Registrar

**CERTIFICATE OF ACCURACY**  
I hereby certify that the plan shown and described herein is a true and correct survey to the accuracy required by the Gallatin Municipal-Regional Planning Commission and that the measurements hereon or will be placed, as shown hereon, to the specifications in these regulations.

Date: *3-10-92*  
*Jimmy Gibson*  
Registrar

**CERTIFICATE OF APPROVAL OF STATE REGISTER**  
I hereby certify that the plan shown and described herein is a true and correct survey to the accuracy required by the Gallatin Municipal-Regional Planning Commission and that the measurements hereon or will be placed, as shown hereon, to the specifications in these regulations.

Date: *4-28-92*  
*Carol Gayn*  
Registrar

**CERTIFICATE OF APPROVAL OF WATER SERVICES**  
I hereby certify that the plan shown and described herein is a true and correct survey to the accuracy required by the Gallatin Municipal-Regional Planning Commission and that the measurements hereon or will be placed, as shown hereon, to the specifications in these regulations.

Date: *4-28-92*  
*Carol Gayn*  
Registrar

**CERTIFICATE OF APPROVAL OF RECORDING**  
I hereby certify that the plan shown and described herein is a true and correct survey to the accuracy required by the Gallatin Municipal-Regional Planning Commission and that the measurements hereon or will be placed, as shown hereon, to the specifications in these regulations.

Date: *4-28-92*  
*Carol Gayn*  
Registrar

**CERTIFICATE OF APPROVAL**  
I hereby certify that the plan shown and described herein is a true and correct survey to the accuracy required by the Gallatin Municipal-Regional Planning Commission and that the measurements hereon or will be placed, as shown hereon, to the specifications in these regulations.

Date: *4-28-92*  
*Carol Gayn*  
Registrar

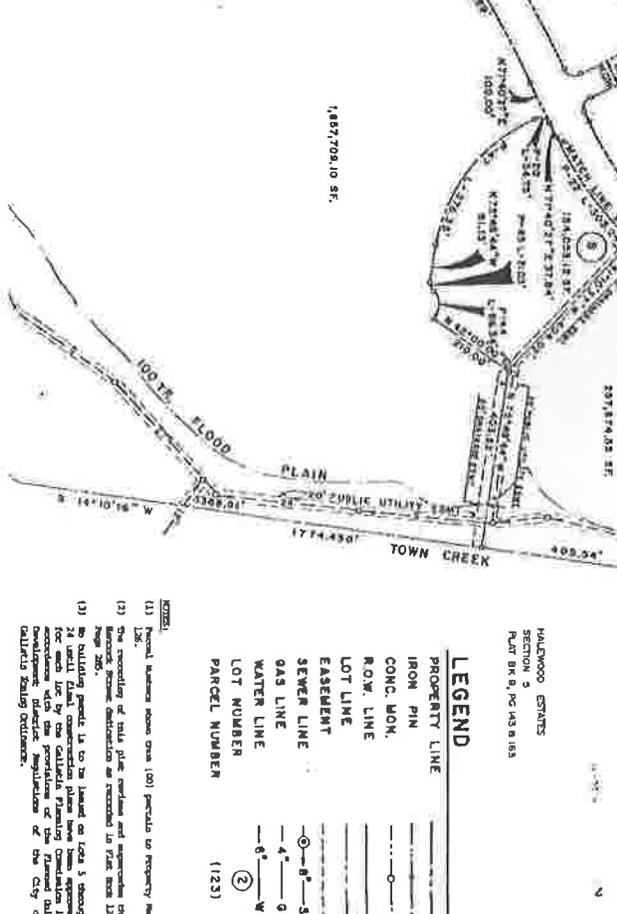
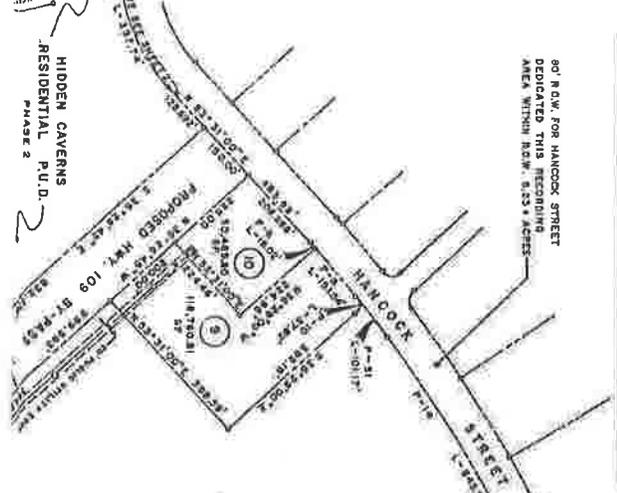
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P-4	15 11 05	1531.80	304.54	204.54	364.54
P-5	15 11 05	1531.80	304.54	204.54	364.54
P-6	15 11 05	1531.80	304.54	204.54	364.54
P-7	15 11 05	1531.80	304.54	204.54	364.54
P-8	15 11 05	1531.80	304.54	204.54	364.54
P-9	15 11 05	1531.80	304.54	204.54	364.54
P-10	15 11 05	1531.80	304.54	204.54	364.54
P-11	15 11 05	1531.80	304.54	204.54	364.54
P-12	15 11 05	1531.80	304.54	204.54	364.54
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P-17	15 11 05	1531.80	304.54	204.54	364.54
P-18	15 11 05	1531.80	304.54	204.54	364.54
P-19	15 11 05	1531.80	304.54	204.54	364.54
P-20	15 11 05	1531.80	304.54	204.54	364.54
P-21	15 11 05	1531.80	304.54	204.54	364.54
P-22	15 11 05	1531.80	304.54	204.54	364.54
P-23	15 11 05	1531.80	304.54	204.54	364.54
P-24	15 11 05	1531.80	304.54	204.54	364.54
P-25	15 11 05	1531.80	304.54	204.54	364.54
P-26	15 11 05	1531.80	304.54	204.54	364.54
P-27	15 11 05	1531.80	304.54	204.54	364.54
P-28	15 11 05	1531.80	304.54	204.54	364.54
P-29	15 11 05	1531.80	304.54	204.54	364.54
P-30	15 11 05	1531.80	304.54	204.54	364.54
P-31	15 11 05	1531.80	304.54	204.54	364.54
P-32	15 11 05	1531.80	304.54	204.54	364.54
P-33	15 11 05	1531.80	304.54	204.54	364.54
P-34	15 11 05	1531.80	304.54	204.54	364.54
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P-36	15 11 05	1531.80	304.54	204.54	364.54
P-37	15 11 05	1531.80	304.54	204.54	364.54
P-38	15 11 05	1531.80	304.54	204.54	364.54
P-39	15 11 05	1531.80	304.54	204.54	364.54
P-40	15 11 05	1531.80	304.54	204.54	364.54
P-41	15 11 05	1531.80	304.54	204.54	364.54
P-42	15 11 05	1531.80	304.54	204.54	364.54
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P-44	15 11 05	1531.80	304.54	204.54	364.54
P-45	15 11 05	1531.80	304.54	204.54	364.54
P-46	15 11 05	1531.80	304.54	204.54	364.54
P-47	15 11 05	1531.80	304.54	204.54	364.54
P-48	15 11 05	1531.80	304.54	204.54	364.54
P-49	15 11 05	1531.80	304.54	204.54	364.54
P-50	15 11 05	1531.80	304.54	204.54	364.54
P-51	15 11 05	1531.80	304.54	204.54	364.54

**DESCRIPTION OF PROPERTY AND INTERESTS**

**4-1-89** 1989  
 COUNTRY CLUB OF THE APPROVAL OR DENIAL OF BOND  
 COUNTRY CLUB OF THE APPROVAL OR DENIAL OF BOND  
 COUNTRY CLUB OF THE APPROVAL OR DENIAL OF BOND

**2-27** 1989  
 COUNTY BOARD OF SUPERVISORS ON  
 APPROVAL OF PUBLIC WORKS, AS  
 APPROVED BY THE BOARD OF SUPERVISORS



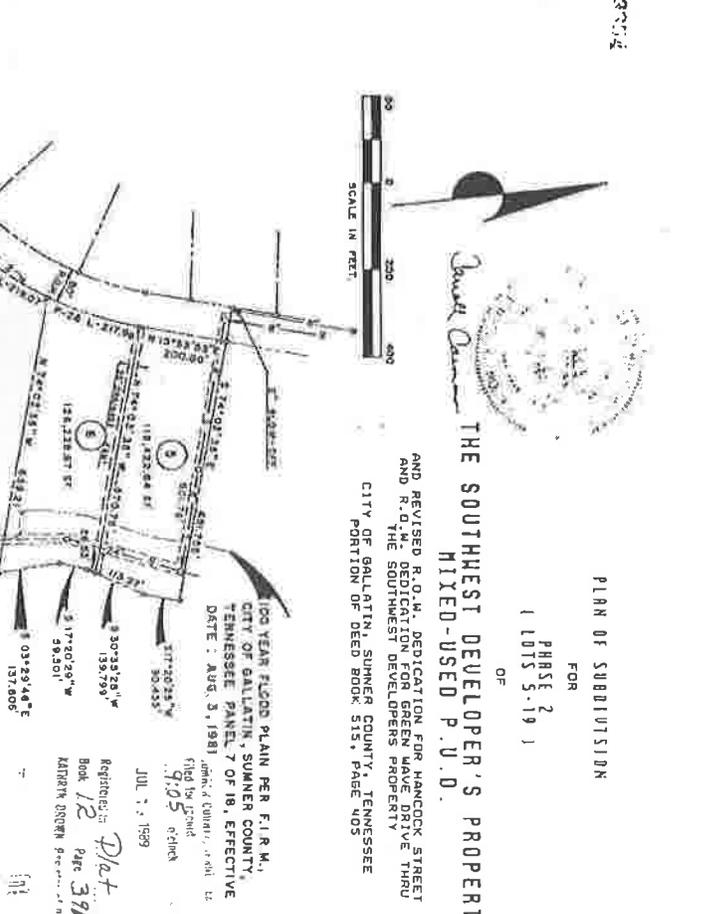
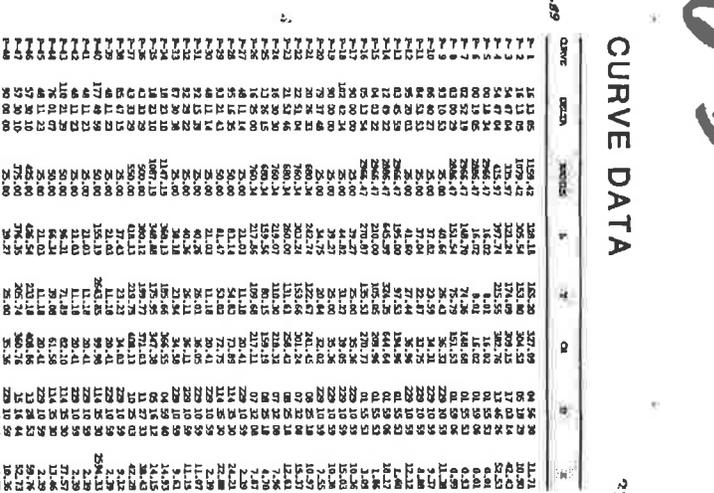
**LEGEND**

PROPERTY LINE  
 IRON PIN  
 CONC. MON.  
 ROW. LINE  
 LOT LINE  
 EASEMENT  
 SEWER LINE  
 GAS LINE  
 WATER LINE  
 LOT NUMBER  
 PARCEL NUMBER

**DESCRIPTION OF PROPERTY AND INTERESTS**

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 EASEMENT  
 SEWER LINE  
 GAS LINE  
 WATER LINE  
 LOT NUMBER  
 PARCEL NUMBER

PLANNING DEPARTMENT  
 CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE

100 YEAR FLOOD PLAIN PER F.I.R.M.,  
 CITY OF GALLATIN, SUMNER COUNTY,  
 TENNESSEE PANEL 7 OF 18, EFFECTIVE  
 DATE: AUG. 3, 1981

Revised by: *Plot*  
 Book 12 Page 391  
 KATHRYN BROWN

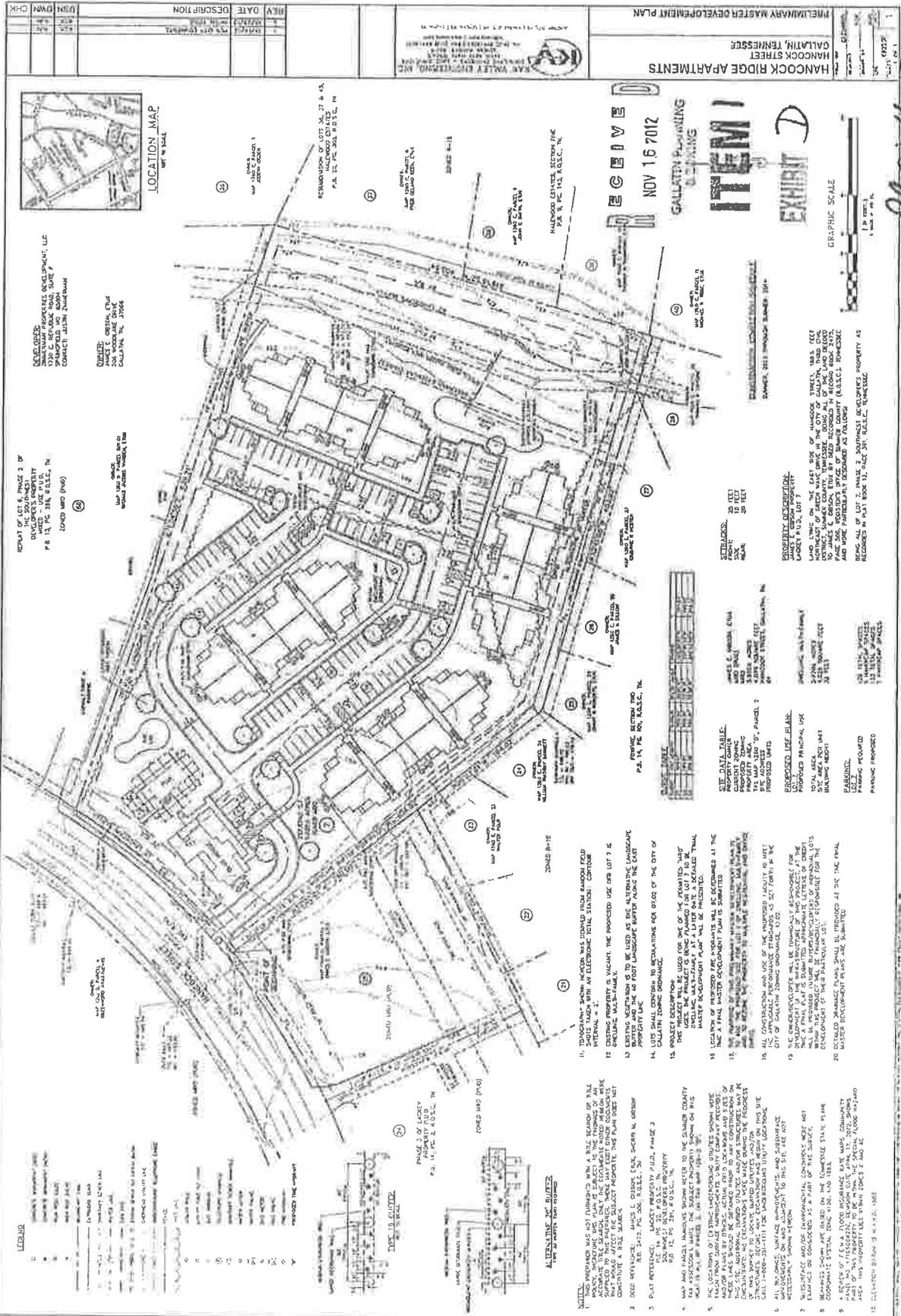
JUL 2 1989

THE SOUTHWEST DEVELOPER'S PROPERTY  
 MIXED-USED P.U.D.  
 AND REVISED R.O.M. DEDICATION FOR HANCOCK STREET  
 AND R.O.M. DEDICATION FOR GREEN WAVE DRIVE THRU  
 THE SOUTHWEST DEVELOPER'S PROPERTY  
 CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE  
 PORTION OF DEED BOOK 515, PAGE 405

FOR  
 PHASE 2  
 (LOTS 5-19)  
 OF

PLAN OF SUBDIVISION

ATM CHM 64



REV	DATE	DESCRIPTION	BY	CHK
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

REPORT OF LOT 6, PHASE 3 OF DEVELOPMENT PROJECT  
 DEVELOPER'S PROPERTY  
 P. 8 13 PC 24 035, TN  
 LOTS 6 AND 7  
 GALLATIN, TN 37066

DEVELOPER:  
 HANCOCK RIDGE APARTMENTS  
 1000 N. HANCOCK STREET  
 GALLATIN, TN 37066

DESIGNER:  
 HANCOCK RIDGE APARTMENTS  
 1000 N. HANCOCK STREET  
 GALLATIN, TN 37066

DATE: NOV 16 2012

PROJECT: HANCOCK RIDGE APARTMENTS

SCALE: 1" = 20' (GRAPHIC)

LOCATION MAP

PHASE 3 OF LOT 6, PHASE 3 OF DEVELOPMENT PROJECT

DEVELOPER'S PROPERTY

P. 8 13 PC 24 035, TN

LOTS 6 AND 7

GALLATIN, TN 37066

DATE: NOV 16 2012

PROJECT: HANCOCK RIDGE APARTMENTS

SCALE: 1" = 20' (GRAPHIC)

LOCATION MAP

PHASE 3 OF LOT 6, PHASE 3 OF DEVELOPMENT PROJECT

DEVELOPER'S PROPERTY

P. 8 13 PC 24 035, TN

LOTS 6 AND 7

GALLATIN, TN 37066

DATE: NOV 16 2012

PROJECT: HANCOCK RIDGE APARTMENTS

SCALE: 1" = 20' (GRAPHIC)

LOCATION MAP

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DEVELOPER'S PROPERTY

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LOTS 6 AND 7

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DATE: NOV 16 2012

PROJECT: HANCOCK RIDGE APARTMENTS

SCALE: 1" = 20' (GRAPHIC)

LOCATION MAP

PHASE 3 OF LOT 6, PHASE 3 OF DEVELOPMENT PROJECT

DEVELOPER'S PROPERTY

P. 8 13 PC 24 035, TN

LOTS 6 AND 7

GALLATIN, TN 37066

DATE: NOV 16 2012

PROJECT: HANCOCK RIDGE APARTMENTS

SCALE: 1" = 20' (GRAPHIC)

LOCATION MAP

REVISIONS

NOV 16 2012

GALLATIN PLANNING DEPARTMENT

EXHIBIT D

GRAPHIC SCALE

1" = 20'

PROPERTY DESCRIPTION

LAND ON THE EAST SIDE OF HANCOCK STREET, NEAR THE

NORTHEAST CORNER OF LOT 6, PHASE 3 OF DEVELOPMENT PROJECT

TO JAMES E. BROWN, TRUSTEE, AS DEED RECORDED IN RECORD BOOK 2070,

AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING ALL OF LOT 6, PHASE 3, SAID DEVELOPMENT PROJECT AS

RECORDED IN PLAT BOOK 13, PAGE 311, G.A.S.C., TENNESSEE

RECORDS

TO BE

RECORDED

IN

PLAT

BOOK

13,

PAGE

311,

G.A.S.C.,

TENNESSEE

RECORDS

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NOV 16 2012

GALLATIN PLANNING DEPARTMENT

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NOV 16 2012

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PAGE

311,

G.A.S.C.,

TENNESSEE

RECORDS

TO BE

RECORDED

IN

PLAT

BOOK

13,

PAGE

311,

PL 0046-12

SIGN IDENTIFICATION  
 DOUBLE-FACE, MOUNT ON *STRUCTURE BY OTHERS*

**ATTACHMENT 6 to 6** DESIGN DEVELOPMENT FOR  
 WILHOIT PROPERTIES

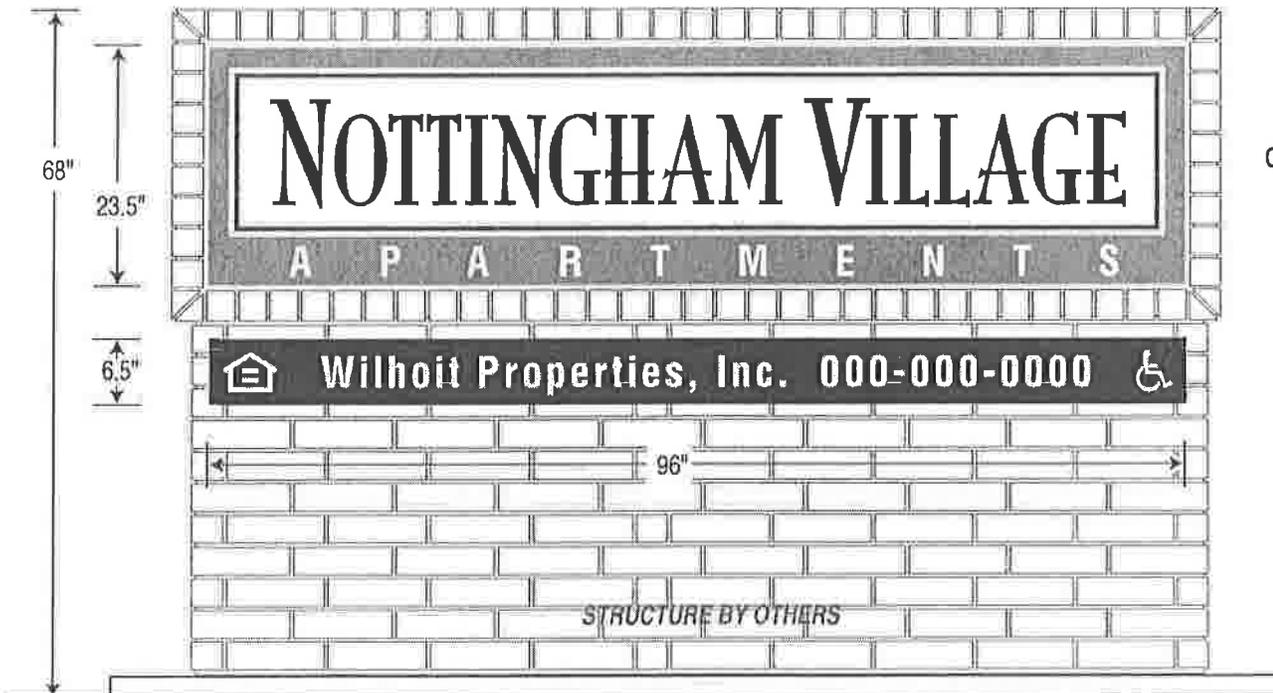
**1 THUS**

OPTIONAL  
 DESIGN



PER SIGN CODE - CITY OF GARDNER, KS: AREA OF SIGN FACE IS NOT TO EXCEED 20 sqft.. (SHOWN). 23.5" X 96" (15.67 sqft.) PLUS AREA OF RIDER 6.5" X 96" (4.34 sqft.) EQUALS 20 sqft. IN TOTAL SIGN FACE AREA. NET HEIGHT OF SIGN & STRUCTURE IS NOT TO EXCEED 8 FEET. NET HEIGHT OF 5ft -8 in. IS SHOWN.

OPTIONAL  
 DESIGN



OPTIONAL  
 DESIGN



NOV 13 2014

SCALE 1"=18"

PART LIST  
 QTY

- (2) 0.75" X 23.5" X 96" ETCHED SOLID SURFACE PVC SIGN FACE, DOUBLE-FACE
- (2) 0.75" X 6.5" X 96" ETCHED SOLID SURFACE PVC SIGN FACE, DOUBLE-FACE

- SW 2827 COLONIAL REVIVAL STONE
- SW 2731 OLIVE BROWN
- SW 6328 FIREWEED
- WHITE (PVC)

**CLIENT APPROVAL FOR CONSTRUCTION**

NOTTINGHAM VILLAGE APTS - GARDNER, KS

**DRAWINGS FOR INITIAL SIGN PLAN  
 DEVELOPMENT ONLY  
 (NOT FOR CONTRACT)**

PROPERTY OF  
**WoodConcepts, Inc.**  
**ARCHITECTURAL GRAPHICS**  
 P.O. BOX 150007  
 2640 NORTH DARLINGTON AVE.  
 TULSA, OK 74115-0007  
 PHONE (918) 836-9481  
 FAX (918) 836-7461  
 1-800-331-5903  
 PROJECT #: 2014026  
 DRAWING DATE: 05FEB14  
 PART #: 01/01A MAIN ID / RIDER  
 REVISION: DATE:  
 DESIGNER: LEE VANTREESE

RESERVED

PC0370-14

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

DECEMBER 9, 2014

**DEPARTMENT: PLANNING DEPARTMENT**

**AGENDA # 6**

---

**SUBJECT:**

Ordinance No. O1412-68 an ordinance of the City of Gallatin, Sumner County, Tennessee, amending the zoning on 1.071(+/-) acres from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) with an Amended Preliminary Master Development Plan for Hancock Ridge Apartments.

**SUMMARY:**

Applicant requests approval to amend the Gallatin Zoning Ordinance to rezone one (1) parcel (Tax Map 1260 Group D and Parcel 003.00) and approval of an Amended Preliminary Master Development Plan for Hancock Ridge Apartments, containing 6.990 (+/-) acres, located south of Hancock Street and east of Green Wave Drive. The development includes five (5) buildings containing 96 units, a clubhouse/leasing office, pool, and tot lot. The Gallatin Municipal-Regional Planning Commission recommended approval at the November 24, 2014 Planning Commission Meeting. (PC0370-14)

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved   
Rejected   
Deferred

---

**Notes:**

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

JANUARY 13, 2014

**DEPARTMENT: PLANNING DEPARTMENT**

**AGENDA # 6**

**SUBJECT:**

Ordinance No. O1412-68 an ordinance of the City of Gallatin, Sumner County, Tennessee, amending the zoning on 1.071(+/-) acres from Multiple Residential and Office – Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) with an Amended Preliminary Master Development Plan for Hancock Ridge Apartments.

**SUMMARY:**

Applicant requests approval to amend the Gallatin Zoning Ordinance to rezone one (1) parcel (Tax Map 126O Group D and Parcel 003.00) and approval of an Amended Preliminary Master Development Plan for Hancock Ridge Apartments, containing 6.990 (+/-) acres, located south of Hancock Street and east of Green Wave Drive. The development includes five (5) buildings containing 96 units, a clubhouse/leasing office, pool, and tot lot. The Gallatin Municipal-Regional Planning Commission recommended approval at the November 24, 2014 Planning Commission Meeting. (PC0370-14). At the January 6, 2015 City Council meeting, Council requested that this matter be discussed at the January 13, 2015 Council Work Session concerning a fence or barrier along Town Creek. Renderings will be provided at the meeting.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE AWARDING BID AND AUTHORIZING FUNDS IN THE AMOUNT OF \$1,128,565.00 FROM NATURAL GAS RESERVES FOR "2014 ANNUAL GAS LINE CONSTRUCTION" IN VARIOUS AREAS OF THE CITY

**BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE,** that the bid for gas line installations pursuant to the plans and specifications under Contract "2014 Annual Natural Gas Line Construction" submitted by James N. Bush Construction Co., Inc. in the amount of \$1,128,565.00 is hereby accepted and awarded.

**BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE,** that the funds in the amount of \$1,128,565.00 for said Natural Gas Improvements are authorized and appropriated from Natural Gas Reserves.

**BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE,** that the Mayor and Superintendent of Public Utilities are hereby authorized to execute all necessary contracts and agreements for said Annual Natural Gas Line Construction.

**BE IT FURTHER ORDAINED, BY THE CITY OF GALLATIN, TENNESSEE,** that this ordinance shall take effect from and after its passage, the public welfare requiring it.

PASSED FIRST READING: January 6, 2015

PASSED SECOND READING: \_\_\_\_\_, 2015

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCAULEY, CITY ATTORNEY



DOCUMENT 00330

BID FORM

Gallatin Public Utilities  
239 Hancock Street  
Gallatin, Tennessee 37066

Date: 11-24-2014

Place: Gallatin Public Utilities  
239 Hancock Street  
Gallatin, Tennessee, 37066

Proposal of Jameson Bush Construction, Inc.  
(hereinafter called "Bidder"), a Putnam Tennessee (county and state) corporation/  
~~partnership/individual~~ doing business as Corporation (STRIKE OUT  
INAPPLICABLE TERMS)

To: Gallatin Public Utilities (hereinafter called "Owner")  
239 Hancock Street  
Gallatin, Tennessee 37066

Gentlemen:

The Bidder, in compliance with your Invitation to Bid for the construction of the **2014 Annual Gas Line Construction**, having examined the Drawings and Specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project (including the availability of materials and labor), hereby proposes to furnish all labor, materials, and supplies to construct the project in accordance with the contract documents within the time set forth therein and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the bidding instruments, of which this proposal is a part.

The undersigned Bidder does hereby declare and stipulate that this proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work, and that it is made in pursuance of and subject to all the terms and conditions of the construction contract, the detailed Specifications, and the Drawings pertaining to the work to be done, all of which have been examined by the undersigned.

The Bidder hereby agrees to commence work under this contract on or before a date to be specified in a written "Notice to Proceed" and to complete the project fully until the full contract amount has been used. The Bidder further agrees to pay, as liquidated damages, the sum of (\$200) two hundred dollars, for each consecutive calendar day that expires after the time specified for completion until the Project is fully complete.

The Bidder hereby agrees that preference will be given to domestic construction material and further agrees to require subcontractors, materialmen, and suppliers also to give preference to domestic construction material.

The Bidder acknowledges receipt of the following addenda:

No. na Dated \_\_\_\_\_ No. \_\_\_\_\_ Dated \_\_\_\_\_  
No. \_\_\_\_\_ Dated \_\_\_\_\_ No. \_\_\_\_\_ Dated \_\_\_\_\_  
No. \_\_\_\_\_ Dated \_\_\_\_\_ No. \_\_\_\_\_ Dated \_\_\_\_\_

The Bidder agrees to furnish all plant, labor, materials, equipment, and incidentals necessary for the construction, testing, and placing into operation of the **2014 Annual Gas Line Construction**, all in accordance with the Drawings and Specifications, for the following unit prices:

Contractor to complete the following pages for the Base Bid:

ITEM	QUANTITY	DESCRIPTION	UNIT PRICES WORDS	UNIT PRICES FIGURES	TOTAL
1	30,000 LF	3/4" NW STEEL PIPE w/ FITTINGS	Fifteen Dollars	15.00	450,000.00
2	1,000 LF	1" NW STEEL PIPE w/ FITTINGS	Fifteen Dollars	15.00	15,000.00
3	15,000 LF	2 1/2" OD x ST. WT. STEEL PIPE w/ FITTINGS	Twenty Five Dollars	25.00	375,000.00
4	500 LF	4 1/2" OD x ST. WT. STEEL PIPE w/ FITTINGS	Twenty Five Dollars	35.00	17,500.00
5	100 LF	6 1/2" OD x ST. WT. STEEL PIPE w/ FITTINGS	Forty Dollars	40.00	4,000.00
6	30	2" STEEL BALL VALVE (WELD x WELD)	Five Hundred Dollars	500.00	15,000.00
7	1	4" STEEL BALL VALVE (WELD x WELD)	Four Hundred Dollars	800.00	800.00
8	1	6" STEEL BALL VALVE (WELD x WELD)	Four Hundred Dollars	1,200.00	1,200.00
9	25	2" HOT TAP	Two Hundred Dollars	2,500.00	62,500.00
10	1	4" HOT TAP	Three Hundred Dollars	3,500.00	3,500.00
11	1	6" HOT TAP	Four Hundred Dollars	4,500.00	4,500.00
12	2,500 LF	2" UNCASD BORE	Twenty Dollars	50.00	125,000.00
13	100 LF	4" UNCASD BORE	Fifty Dollars	5,000.00	5,000.00
14	500 LF	2" DIRECTIONAL BORE	Thirty Six Dollars	36.00	18,000.00
15	100 LF	4" DIRECTIONAL BORE	Forty Eight Dollars	48.00	4,800.00
16	100 LF	6" DIRECTIONAL BORE	Seventy Two Dollars	72.00	7,200.00
17	200 LF	2" DIRECTIONAL BORE - ROCK	One Hundred Twenty Dollars	120.00	24,000.00
18	200 LF	4" DIRECTIONAL BORE - ROCK	One Hundred Twenty Dollars	120.00	24,000.00
19	100 LF	6" DIRECTIONAL BORE - ROCK	One Hundred Twenty Dollars	120.00	12,000.00
20	200 TONS	CRUSHED STONE	Twenty Four Dollars	24.00	4,800.00
21	1	ADDITIONAL TEST WELD	Five Dollars	5.00	5.00
22	1	SUPERVISOR/FOREMAN	Forty Five Dollars	45.00	45.00
23	1	WELDER w/ WELDING RIG	Eighty Five Dollars	85.00	85.00
24	1	LABORER	Twenty Five Dollars	35.00	35.00
25	1	RUBBER TIED BACKHOE w/ OPERATOR	Eighty Five Dollars	85.00	85.00
26	1	TRENCHER w/ OPERATOR - 61 to 150 HP	Eighty Five Dollars	85.00	85.00
27	1	TRENCHER w/ OPERATOR - 151 to 200 HP	Eighty Five Dollars	85.00	85.00
28	1	TRENCHER w/ OPERATOR - 201 HP and UP	One Hundred Twenty Five Dollars	125.00	125.00
				<b>TOTAL</b>	<b>1,125,565.00</b>

Over Millions One Hundred Twenty Five Thousand Five Hundred Sixty Four Dollars and No Cents

TOTAL AMOUNT PAID

Notes:

1. No extra payment will be provided for the excavation of rock.
2. Any material used for pipe padding shall be submitted as crushed stone.
3. The Gallatin Public Utilities shall be responsible for asphalt replacement.
4. The Gallatin Public Utilities will furnish natural gas pipe, valves, valve boxes, ¾" and 2" tap tees, excess flow valves, and cut-offs.
5. The Contractor is responsible for the installation of natural gas pipe, tap tees, excess flow valves, valves, and valve boxes, as provided by the Owner.
6. The Contractor is responsible for backfill and clean-up on all gas lines installed, to include seed and straw.
7. Clean-up must be performed no later than 30 days after installation. Failure will result in a deduction of costs incurred.
8. When Owner deems necessary – Contractor shall provide a minimum of two full working crews.
9. The Contractor shall comply with all applicable provisions of the Operator Qualification Program and Drug Testing Program.

The above unit prices shall include all labor, materials, bailing, shoring, removal, erosion control, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, the Bidder will execute the formal contract attached within twenty (20) days and deliver a surety bond or bonds as stipulated in Paragraph 5.01 of the General Conditions. The bid security attached in the sum of 5% of Bid Amount Dollars (\$ 5% of Bid) is to become the property of the Owner in the event the contract and bond are not executed within the time set forth as liquidated damages for the delay and additional expense to the Owner caused thereby.

All the various phases of work enumerated in the detailed specifications with their individual jobs and overhead, whether specifically mentioned, included by implication, or appurtenant thereto, are to be performed by the Contractor under one of the items listed in the bid schedule, irrespective of whether they are named in said list.

Payment for work performed will be in accordance with the bid schedule, subject to changes provided for in the construction contract.

(SEAL if bid is by a corporation)



Respectfully submitted,

James N. Bush Construction, Inc.  
Bidder

By Steve Watts  
(signed)

\* Steve Watts

Title Vice-President

Business Address P.O. Box 908

Cockeville, TN 38513

Telephone No. 931-526-3223

Contractor's License No. 00010957

\* Type or print name below signature.

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

[December 9, 2014]

**DEPARTMENT:**    *Utilities*

**AGENDA # 5**

**SUBJECT:**

Ordinance #O1412-67 authorizing funds in the amount of \$1,128,565.00 from Natural Gas Reserves for "2014 Annual Gas Line Construction" and award bid to James N. Bush Construction Co. Inc.

**SUMMARY:**

Ordinance awarding bid and authorizing funds in the total amount of \$1,128,565.00 from Natural Gas Reserves for "2014 Annual Gas Line Construction" in various areas of the City.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE AMENDING CHAPTER 14, SECTION 14-23 "COLLECTION SERVICE"  
AND SECTION 14-28, "REFUSE COLLECTION FEE" OF THE GALLATIN  
MUNICIPAL CODE

WHEREAS, it has come to the attention of the Mayor and City Council that although the refuse collection fee was set at \$12.00 during the budget proceedings for the fiscal year beginning July 1, 2013 and adopted by the Budget Ordinance, No. 01405-34, the relevant section in the Gallatin Municipal Code was never amended to reflect the updated fee; and

WHEREAS, The Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City to update the Municipal Code to reflect the proper fee being charged its citizens; and

WHEREAS, it has come to the attention of the Mayor and City Council that Section 14-28 is identical to and replicated in Section 14-23(b). Accordingly, there is redundancy in the Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that Chapter 14 of the Gallatin Municipal Code shall be amended as follows:

- **Section 14-23, Collection service**, shall be retitled as **Collection Service and Fee**;
- Section 14-23(b) shall be amended by replacing the phrase "eight dollars (\$8.00)" in the first sentence of said subsection with the phrase "twelve dollars (\$12.00)"; and
- Section 14-28 shall be deleted in its entirety.

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect upon passage, the public welfare requiring such.

PASSED FIRST READING: \_\_\_\_\_, 2015.

PASSED SECOND READING: \_\_\_\_\_, 2015.

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

January 13, 2015

**DEPARTMENT:** City Attorney

**AGENDA #**

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**SUBJECT:**

Refuse collection fee

**SUMMARY:**

The refuse collection fee was set at \$12.00 during the budget proceedings for the fiscal year beginning July 1, 2013 and adopted by the Budget Ordinance, No. 01405-34, but the relevant section in the Gallatin Municipal Code was never amended to reflect the updated fee.

**RECOMMENDATION:**

An Ordinance to reflect the change

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

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Approved   
Rejected   
Deferred

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**Notes:**

**ORDINANCE NO. 01501-2**

**AN ORDINANCE OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE, REZONING AN APPROXIMATE 3.22 (+/-) ACRES, LOCATED NORTH OF LONG HOLLOW PIKE AND BOTH EAST AND WEST OF CARELLTON DRIVE, FROM THE RESIDENTIAL 8 – PLANNED RESIDENTIAL DEVELOPMENT (R8-PRD) ZONING DISTRICT TO THE MULTIPLE RESIDENTIAL AND OFFICE (MRO) ZONING DISTRICT AND APPROVING A PRELIMINARY MASTER DEVELOPMENT PLAN FOR CARELLTON COMMERCIAL, AUTHORIZING THE REVISION TO BE INDICATED ON THE OFFICIAL ZONING ATLAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the owner of property has submitted a complete application to rezone 3.22 (+/-) acres located north of Long Hollow Pike and both east and west of Carellton Drive; and

**WHEREAS**, the property to be rezoned is located north of Long Hollow Pike and both east and west of Carellton Drive and is currently zoned Residential 8 – Planned Residential Development (R8-PRD); and

**WHEREAS**, the Gallatin Municipal-Regional Planning Commission has reviewed and recommended approval of the proposed rezoning in GMRPC Resolution 2014-94; and

**WHEREAS**, a public hearing was held following public notice as prescribed by the Gallatin Zoning Ordinance and T.C.A. Section 13-7-203; and

**WHEREAS**, the City Council has approved by majority vote of the members present the rezoning request of the described property; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE as follows:**

**Section 1.** The City Council of the City of Gallatin does hereby approve the rezoning of a 3.22 (±) acres from the Residential 8 – Planned Residential Development (R8-PRD) zoning district to the Multiple Residential and Office (MRO) zoning district as described in Exhibit ‘A’ and approves the Preliminary Master Development Plan as described in Exhibit ‘B’.

**Section 2.** The City Council of the City of Gallatin does hereby approve, authorize and direct the revision of the City’s Official Zoning Atlas to show the classification for the area as hereby rezoned.

**Section 3.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**Section 4.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provision or applications of this ordinance which can be given without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

**BE IT FURTHER ORDAINED BY CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE,** that this Ordinance shall take effect upon final passage, the public welfare requiring such.

PASSED FIRST READING:

PASSED SECOND READING:

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MAYOR PAIGE BROWN

ATTEST:

---

CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

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SUSAN HIGH-MCAULEY  
CITY ATTORNEY

EXHIBIT 'A'

Legal Description – Part of Tax Map Parcel 124G/A/001.01, 3.22 (+/-) Acres

The following legal description is for property in the Eleventh Civil District of Sumner County, City of Gallatin, Tennessee, located on the lands of Northern Property, LLC, of record in Deed Book 3783, Page 177, R.O.S.C., TN .. And being more particularly described per a survey provided by Bruce Rainey & Associates, Job # 06-0186, dated January 3, 2007.

**Tract 1**

Commencing at a Point located approximately 641 feet West of the intersection of Long Hollow Pike and Big Station Camp Boulevard, along the North margin of Long Hollow Pike right of way, said Point being the southwestern corner of said Northern Property, LLC and the southeastern corner of Kenneth and Pamela Cobb, of record in Deed Book 48, Page 62, R.O.S.C., TN. Thence, with the north margin of said Long Hollow Pike, North 86 degrees 15 minutes 50 seconds East, a distance of 168.94 feet to a point, said point being the Point of Beginning of the herein described tract;

Thence, leaving the north margin of said Long Hollow Pike and going into the land of said Northern Property, North 03 degrees 44 minutes 10 seconds West, a distance of 185.00 feet to a point;

Thence North 86 degrees 15 minutes 50 seconds East, a distance of 234.41 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 229.03 feet to a point;

Thence South 04 degrees 28 minutes 07 seconds West, a distance of 163.39 feet to a point;

Thence along a curve to the right, having a delta of 84 degrees 09 minutes 48 seconds, a radius of 25.00 feet, a tangent of 22.57 feet, an arc of 36.72 feet, a chord bearing of South 46 degrees 33 minutes 01 seconds West, and a chord length of 33.51 feet to a point, said point being in the north margin of said Long Hollow Pike;

Thence, with the north margin of said Long Hollow Pike, South 88 degrees 37 minutes 55 seconds West, a distance of 183.72 feet to a point;

Thence South 86 degrees 15 minutes 50 seconds West, a distance of 230.59 feet to the Point of Beginning and containing 83,174.82 square feet or 1.91 acres more or less.

## Tract 2

Commencing at a Point located approximately 641 feet West of the intersection of Long Hollow Pike and Big Station Camp Boulevard, along the North margin of Long Hollow Pike right of way, said Point being the southwestern corner of said Northern Property, LLC and the southeastern corner of Kenneth and Pamela Cobb, of record in Deed Book 48, Page 62, R.O.S.C., TN. Thence, with the north margin of said Long Hollow Pike, North 86 degrees 15 minutes 50 seconds East, a distance of 399.53 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 319.42, said point being the Point of Beginning of the herein described tract;

Thence, leaving the north margin of said Long Hollow Pike, along a curve to the right, having a delta of 95 degrees 50 minutes 12 seconds, a radius of 25.00 feet, a tangent of 27.69 feet, an arc of 41.82 feet, a chord bearing of North 43 degrees 26 minutes 59 seconds West, and a chord length of 37.11 feet to a point;

Thence North 04 degrees 28 minutes 07 seconds East, a distance of 158.28 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 300.00 feet to a point;

Thence South 01 degrees 22 minutes 05 seconds East, a distance of 185.00 feet to a point, said point being in the north margin of said Long Hollow Pike;

Thence, with the north margin of said Long Hollow Pike, South 88 degrees 37 minutes 55 seconds West, a distance of 291.23 feet to the Point of Beginning containing 57,079.84 square feet or 1.31 acres more or less.

## EXHIBIT 'B'

The rezoning shall be substantially consistent with the Carellton Commercial PMDP consisting of a four (4) sheet plan, prepared by Dewey-Estates Engineering of Nashville, TN, with project No. 12017 and dated November 13, 2014 and signed and sealed on November 26, 2014 with the following conditions:

1. The applicant shall revised Sheet C3.0 to show the location and number of landscape material to meet the landscape requirements in the Gallatin Zoning Ordinance Section 08.04.050.
2. Provide appropriate driveway throat length of 60 feet for access onto Long Hollow Pike per *Gallatin on the Move 2020 Plan*. (The current layout appears to be approximately 10 feet short).
3. The existing striping on Long Hollow Pike appears to be incorrectly located.
4. The applicant shall submit a subdivision plat to create the proposed commercial lots.
5. Submit fourteen (14) corrected and folded half-size copies, of the Preliminary Master Development Plan to the Planning Department.

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

JANUARY 13, 2015

**DEPARTMENT: PLANNING DEPARTMENT**

**AGENDA # 5**

**SUBJECT:**

Ordinance No. O1501-2. An ordinance of the City of Gallatin, Sumner County, Tennessee, amending the zoning on a 3.22(+/-) acre parcel from the Residential 8 - Planned Residential Development (R8-PRD) zone district to Multiple Residential and Office (MRO) zone district with a Preliminary Master Development Plan.

**SUMMARY:**

Applicant requests approval to amend the City of Gallatin Official Zoning Atlas to rezone a portion of one (1) parcel (Tax Map 124G - Group A - Parcel 001.01) and approval of a Preliminary Master Development Plan for Carellton Commerical, containing 3.22 (+/-) acres, located east and west of Carellton Drive and north of Long Hollow Pike. The Gallatin Municipal-Regional Planning Commission recommended approval at the December 8, 2014 Planning Commission Meeting. (PC0346-14)

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

**ORDINANCE NO. 01501-3**

**AN ORDINANCE OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE, REZONING AN APPROXIMATE 10.525 (+/-) ACRE PARCEL, LOCATED SOUTH OF HARRIS LANE AND WEST OF GREENLEA BOULEVARD, FROM THE AGRICULTURAL RESIDENTIAL (A) ZONING DISTRICT TO THE MULTIPLE RESIDENTIAL AND OFFICE (MRO) ZONING DISTRICT AND APPROVING A PRELIMINARY MASTER DEVELOPMENT PLAN FOR LONG HOLLOW FARMS SUBDIVISION, AUTHORIZING THE REVISION TO BE INDICATED ON THE OFFICIAL ZONING ATLAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the owner of property has submitted a complete application to rezone 10.525 (+/-) acre lot located on Harris Lane; and

**WHEREAS**, the property to be rezoned is located south of Harris Lane and west of GreenLea Drive and is currently zoned Agricultural Residential (A); and

**WHEREAS**, the Gallatin Municipal-Regional Planning Commission has reviewed and recommended approval of the proposed rezoning in GMRPC Resolution 2014-108; and

**WHEREAS**, a public hearing was held following public notice as prescribed by the Gallatin Zoning Ordinance and Section 13-7-203 T.C.A.; and

**WHEREAS**, the City Council has approved by majority vote of the members present the rezoning request of the described property; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE as follows:**

**Section 1.** The City Council of the City of Gallatin does hereby approve the rezoning of a 10.525 ( $\pm$ ) acre parcel from the Agricultural Residential (A) zoning district to the Multiple Residential and Office (MRO) zoning district as described in Exhibit 'A' and approves the Preliminary Master Development Plan as described in Exhibit 'B'.

**Section 2.** The City Council of the City of Gallatin does hereby approve, authorize and direct the revision of the City's Official Zoning Atlas to show the classification for the area as hereby rezoned.

**Section 3.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**Section 4.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provision or applications of this

ordinance which can be given without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

**Section 5.** This ordinance shall become effective immediately upon adoption.

PASSED FIRST READING:

PASSED SECOND READING:

---

MAYOR PAIGE BROWN

ATTEST:

---

CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

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SUSAN HIGH-MCAULEY  
CITY ATTORNEY

EXHIBIT 'A'

Legal Description – Tax Map Parcel 125//020.07, 10.525 (+/-) Acres

BEGINNING at an iron pin set in the southerly margin, 25 feet from the center line of Harris Lane, the most northwest corner of this tract, and being a corner to Randall Glenn Jones (deed book 357, page 302); thence, with said Harris Lane, S58 deg. 43 min. 11 sec. E, a distance of 102.20 feet to the point of curvature of a non-tangent curve, concave to the southwest, having a radius of 523.53 feet a central angle of 22 deg. 58 min. 33 sec., and a chord of 208 53 feet bearing N 47 deg. 43 min. 46 sec. W; thence southeast along said curve, a distance of 209.34 feet to an iron pin set in the margin of said Harris Lane, a corner to tract 7; thence, leaving said Harris Lane, S 8 deg. 48 min 44 sec. W, a distance of 1590.15 feet to an iron pin set; thence, N 82 deg. 43 min. 08 sec. W, a distance of 246.57 feet to an iron pin set in the line of said Jones; thence, with said Jones, N 8 deg. 08 min. 00 sec. E, a distance of 1850.91 feet to the point of beginning, containing 10.53 acres, more or less, and being described as Tract No.8 according to a survey by Ray G. Cole, Registered Land Survey No. 924. Dated June 3, 1998.

Being the same property conveyed to Emmett I. Jenkins and Debra B. Jenkins, husband and wife by Transfer dated 06/11/2004 from Jimmie' D. Hunter and Carolyn Hunter, husband and wife of record in Record Book 2030, Page 425, Register's Office for Sumner County, Tennessee.

## EXHIBIT 'B'

The rezoning shall be substantially consistent with the Preliminary Master Development Plan for Miller Development Long Hollow Farms Subdivision, consisting of a one sheet plan prepared by GAM Engineering, Inc. of Hendersonville, TN with job No. 14-222, dated 11-17-14 with revision date of 12-23-14, with following conditions:

1. Modify the plan to indicate a street pavement width a minimum of 20 feet and a minimum width of 26 feet where parallel on-street parking spaces are provided and include 5 foot wide sidewalks widths. There shall be no less than 18 on-street, parallel parking spaces provided and grass strips widths between the roadway/parking area and sidewalks meeting the requirements of the Engineering Division.
2. Remove the all 90 degree angle parking spaces within the right-of-way and open space tracts.
3. Remove the Traffic Calming Device, Signage and Details inset and place a note on the plan indicating the traffic calming measures will be identified with the Final Master Development Plan. (The proposed speed hump does not comply with Engineering Division standards.)

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

JANUARY 13, 2015

**DEPARTMENT: PLANNING DEPARTMENT**

**AGENDA # 4**

**SUBJECT:**

Ordinance No. O1501-3 an ordinance of the City of Gallatin, Sumner County, Tennessee, amending the zoning on 10.525 (+/-) acres from Agricultural Residential (A) zone district to Multiple Residential and Office (MRO) zone district with a Preliminary Master Development Plan.

**SUMMARY:**

Applicant requests approval to amend the Gallatin Zoning Ordinance to rezone one (1) parcel (Tax Map 125 - Parcel 020.07) and approval of a Preliminary Master Development Plan for Long Hollow Farms, containing 10.525 (+/-) acres, located south of Harris Lane and west of GreenLea Boulevard. The Gallatin Municipal-Regional Planning Commission recommended approval at the December 8, 2014 Planning Commission Meeting. (PC0374-14)

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE NO. O1501-4

ORDINANCE APPROPRIATING FUNDS OF \$821.04 FROM DONATIONS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$721.04 is hereby appropriated from account 110-36710, Donations from Businesses, and \$100.00 is hereby appropriated from account 110-36730, Donations From Individuals, as follows:

\$100.00 to the Gallatin Fire Department Fire Prevention Supplies, 11042220-328,

\$485.52 to the Gallatin Fire Department Small Equipment, 11042220-312,

\$235.52 to the Gallatin Police Department Public Relations, 11042110-236, and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: \_\_\_\_\_,

PASSED SECOND READING: \_\_\_\_\_.

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

1/13/2015

**DEPARTMENT:**    **Finance**

**AGENDA #**

**SUBJECT:**

Ordinance appropriating various donations

**SUMMARY:**

Ordinance to appropriate funds received from donations

**RECOMMENDATION:**

approval

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

Approved   
Rejected   
Deferred

**Notes:**

ORDINANCE NO. O1501-5

ORDINANCE APPROPRIATING \$45,428.40 TO INSTALL A FIRE ALARM SYSTEM FOR CITY HALL, FIRE HALL #1, FIRE HALL #2, POLICE HEADQUARTERS AND POLICE ANNEX.

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$46,428.40 is hereby appropriated to install a Fire Alarm System for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and the new Police Annex Building;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Mayor is hereby authorized to sign any and all contracts and documents related to the installation of the Fire Alarm System;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: \_\_\_\_\_;

PASSED SECOND READING: \_\_\_\_\_;

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY



RECEIVED  
NOV 18 2014  
MAYOR'S OFFICE

STATE OF TENNESSEE  
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT  
OCCUPATIONAL SAFETY AND HEALTH  
220 French Landing Drive  
Nashville, Tennessee 37243-1002  
(615) 741-2793

November 17, 2014

*Email: Bridgetta.McBride@State.Tn.gov*

The Honorable Joann Graves  
Mayor, City of Hendersonville *GALLATIN*  
132 West Main Street Room 102  
Gallatin, TN 37066

**ATTN: JamiAnn Hannah, Risk Management Coordinator**

Dear Mayor Graves:

On October 24, 2014, our compliance officer, Bridgett McBride, conducted a monitoring visit of Gallatin to evaluate and discuss the status of your occupational safety and health program. The following location(s) were inspected during the visit:

- **City Hall**
- **Police**

Our goal is to help you provide a safe and healthful work environment for your employees. We are confident this activity will facilitate the continued growth of your safety and health program and help to reduce workplace injuries and illnesses.

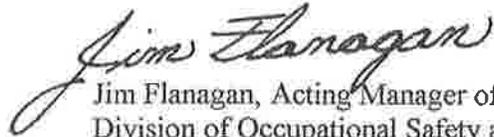
During this visit violation(s) of the OSHA standards were observed in the areas we inspected. These violation(s) do not imply that your program is ineffective; however, they are an indication of a program deficiency in some aspect of your safety and health program. We have included with this report a "Notice of Unsafe or Unhealthful Working Conditions" that contains **8 (eight) violation(s)** observed during this visit. Please post a copy of this Notice for your employees to view for a period of at least three (3) working days, or until all alleged violation(s) are corrected. We will need your reply as to the corrective action taken or planned by the abatement date indicated on the Notice.

Enclosed are copies of the Abatement Certification Form with instructions. This form should be used to report the action you take to correct the violation(s).

Your file cannot be closed until we have documentation of correction of each violation. Please respond promptly.

If we can assist you in any way, please let us know.

Sincerely,

A handwritten signature in cursive script that reads "Jim Flanagan". The signature is written in black ink and is positioned above the typed name and title.

Jim Flanagan, Acting Manager of Public Sector Operations  
Division of Occupational Safety and Health

JF/st

Enc

**State of Tennessee**

Department of Labor and Workforce Development  
Division of Occupational Safety and Health  
220 French Landing Drive  
Nashville, TN 37243-1002  
Phone (615) 741-2793 Fax: (615) 741-3325



**Notice of Unsafe or Unhealthful Working Conditions**

**To:**  
**The Honorable Joann Graves**  
**Mayor, City of Hendersonville**  
**and its successors**  
**132 West Main Street Room 102**  
**Gallatin, TN 37066**

**Inspection Number:** 1004966  
**Inspection Date (s):** 10/24/2014  
**Issuance Date:** 11/17/2014  
**Reporting ID:** 0454732  
**CSHO ID:** X7219  
**Optional Report #:** 006-2015

**Inspection Site:**  
**Gallatin-City Hall**  
**132 West Main Street Room 102**  
**Gallatin, TN 37066**

*The violation(s) described in this Notification of Violation is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.*

**ATTN: JamiAnn Hannah, Risk Management Coordinator**

On 10/24/2014, a monitoring visit of your establishment/workplace was conducted by Bridgett McBride of the Tennessee Occupational Safety and Health Administration (TOSHA), pursuant to Tennessee Code Annotated §§ 50-3-101 through 50-3-918. This Notice of alleged violations of standards and/or rules promulgated under the provisions of the Code. These alleged violations must be corrected on or before the date indicated with each violation description.

**EMPLOYER RESPONSIBILITIES**

**POST THIS NOTICE OF VIOLATIONS**

T.C.A. § 50-3-307(a)(4) and Department of Labor and Workforce Development Rules require this Violation (or a copy) to be immediately posted at or near the location where each alleged violation occurred, or if not practicable, in a prominent place visible to all employees. This Notice of Violation must remain posted until the alleged violations are corrected but for no less than three (3) working days. Equipment, referenced in this Notice of Violations, which is moved during the correction period, must have a copy of this Violation attached.

**CORRECT THE VIOLATIONS**

You must correct each violation by the date listed in this Notice of Violations unless you request an extension or file a notice of contest. (See "Formal Contest" below.)

## EXTENSION OF CORRECTION DATES

1) You may request an extension of the correction date(s) set forth in this Notice of Violation(s) when you cannot correct the alleged violation(s) by the date listed because of circumstances beyond your control. The request must be in writing and filed with the TOSHA area office supervisor no later than the end of the business day on the day after the original abatement date. The request must include the following information:

- a) Steps taken to-date to correct the cited conditions.
- b) Additional time needed to achieve compliance.
- c) The reasons additional time is necessary.
- d) All interim steps being taken to safeguard employees against the cited hazard.
- e) A dated certification that a copy of the request has been posted and, if appropriate, served on the authorized representative of affected employees.

The employer shall post a copy of the request in a conspicuous place for a period of twenty (20) calendar days. The area supervisor then has ten (10) days after the posting period to grant or deny the request and will inform the employer of such, in writing, by the end of the ten (10) day period.

To request an extension of correction date(s), contact Jim Flanagan, Acting Manager of Public Sector at telephone (615) 741-5421 or fax (615) 741-3325

## NOTIFY TOSHA OF CORRECTIVE ACTION

You must notify Jim Flanagan, Acting Manager of Public Sector, telephone (615) 741-5421 or fax (615) 741-3325, when correction of each alleged violation has been completed. Enclosed is the Abatement Certification Form to be used to report corrective action taken for each violation. Instructions for completing this form are also enclosed.

You must also notify your employees and their representatives (if represented) of corrective action taken by posting the Abatement Certification Form, or by other effective means.

For items identified in this Notice of Violation(s) as “**Abatement/Correction Documentation Required**”, you must include additional documentation such as photographs, receipts, work orders, etc. to verify the corrective action taken.

## EMPLOYER RIGHTS

### INFORMAL CONFERENCE

You may request an informal conference to discuss the alleged violations. Informal conferences **must be held within twenty (20) days of the receipt of this Notification of Violation**. To schedule an informal conference, contact Jim Flanagan, Acting Manager of Public Sector by telephone (615) 741-5421 or fax (615) 741-3325. Twenty four (24) hours prior to the informal conference post the “Notice to Employees of Informal Conference” and bring a copy of the Notice to the informal conference. A copy of the Notice is enclosed.

## **FORMAL CONTEST**

You have the right to contest any or all parts of this Notice of Violation before the Tennessee Occupational Safety and Health Review Commission. If you choose to contest, you must submit written notification to the Commissioner of Labor and Workforce Development stating what parts of this Notification of Violation(s) you are contesting. Notification **must be received within twenty (20) calendar days of receipt of this Notification of Violation**. If you do not contest within the twenty (20) calendar day period, this Notice of Violation(s) shall be deemed a final order and not subject to further review by any agency or court (T.C.A. §§ 50-3-307(b) and 50-3-407, and Tennessee Department of Labor and Workforce Development Rules Chapter 0800-01-04).

## **ADDITIONAL INFORMATION**

For additional information, contact Jim Flanagan, Acting Manager of Public Sector, Department of Labor and Workforce Development, Division of Occupational Safety and Health, 220 French Landing Drive, Nashville, TN 37243-0655.

## **TOTAL VIOLATIONS**

<b>Serious</b>	<b>05</b>
<b>Non-Serious</b>	<b>00</b>

**State of Tennessee**  
Department of Labor and Workforce Development  
Division of Occupational Safety and Health

**Inspection Number:** 1004966  
**CSHO ID:** X7219  
**Optional Report #:** 006-2015  
**Inspection Date(s):** 10/24/2014  
**Issuance Date:** 11/17/2014



## **Notice of Unsafe or Unhealthful Working Conditions**

**Company Name:** Gallatin-City Hall  
**Inspection Site:** 132 West Main Street Room 102, Gallatin, TN 37066

### **Violation 1 Item 1 Type of Violation: **SERIOUS****

**29 CFR 1910.37(b)(2):** Each exit must be clearly visible and marked by a sign reading "Exit".

On 10/24/14, the employer did not ensure that an "Exit" sign was posted above the door employees would use in the event of an emergency. The emergency exit door was located on first floor of the Gallatin-City Hall Building.

**Date By Which Violation Must be Abated: December 20, 2014**

### **Violation 1 Item 2 Type of Violation: **SERIOUS****

**29 CFR 1910.37(b)(4):** If the direction of travel to the exit or exit discharge is not immediately apparent, signs must be posted along the exit access indicating the direction of travel to the nearest exit and exit discharge. Additionally, the line-of-sight to an exit sign must clearly be visible at all times.

On 10/24/14, there was not a sign indicating the direction of travel to the nearest exit discharge from the bathroom area and banquet hall of the Gallatin-City Hall.

**Date By Which Violation Must be Abated: December 20, 2014**



## **Notice of Unsafe or Unhealthful Working Conditions**

Company Name: Gallatin-City Hall  
Inspection Site: 132 West Main Street Room 102, Gallatin, TN 37066

### **Violation 1 Item 3 Type of Violation: **SERIOUS****

**29 CFR 1910.38(b):** The emergency action plan required by 29 CFR 1910.157(a) or (b) when the employer has elected to partially or totally evacuate the workplace in the event of a fire emergency was not in writing.

On 10/24/14, there was not an emergency evacuation plan developed or implemented describing the procedures for how fire, tornado, or other emergencies would be handled.

Note: 29 CFR 1910.38(c)(1) through 29 CFR 1910.38(c)(6) describe the minimum requirements of an emergency action plan-

- (1) Procedures for reporting a fire or other emergency;
- (2) Procedures for emergency evacuation. Including type of evacuation and exit route assignments;
- (3) Procedures to be followed by employees who remain to operate critical operations before they evacuate;
- (4) Procedures to account for all employees after evacuation;
- (5) Procedures to be followed by employees performing rescue or medical duties; and
- (6) The name or job title of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan.

**Date By Which Violation Must be Abated: December 20, 2014**

### **Violation 1 Item 4 Type of Violation: **SERIOUS****

**29 CFR 1910.38(d):** The employer shall have and maintain an employee emergency alarm system. The employee emergency alarm system must use a distinctive signal for each purpose and comply with the requirements in 1910.165.

On 10/24/14, there was not an emergency alarm system installed at the Gallatin-City Hall building to alert employees in the event of a fire.

**Date By Which Violation Must be Abated: December 20, 2014**

State of Tennessee  
Department of Labor and Workforce Development  
Division of Occupational Safety and Health

Inspection Number: 1004966  
CSHO ID: X7219  
Optional Report #: 006-2015  
Inspection Date(s): 10/24/2014  
Issuance Date: 11/17/2014



## Notice of Unsafe or Unhealthful Working Conditions

Company Name: Gallatin-City Hall  
Inspection Site: 132 West Main Street Room 102, Gallatin, TN 37066

### Violation 1 Item 5 Type of Violation: **SERIOUS**

**29 CFR 1910.1200(f)(6)(ii):** Except as provided in 29 CFR 1910.1200(f)(7) and 29 CFR 1910.1200(f)(8), the employer did not ensure that each container of hazardous chemicals in the workplace was labeled, tagged or marked with the product identifier and words, pictures, symbols, or combination thereof, which provide at least general information immediately available to employees under the hazard communication program, would provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

On 10/24/14, the employer did not ensure that all containers of hazardous chemicals and cleaners were labeled. The unlabeled bottle was located in the Housekeeping Storage Room of the Gallatin-City Hall.

**Date By Which Violation Must be Abated: December 20, 2014**

  
Jim Flanagan, Acting Manager of Public Sector Program  
Division of Occupational Safety and Health

See pages 1 through 4 of this Notice of Unsafe or Unhealthful Working Conditions for information on employer and employee rights and responsibilities.

FILE COPY



SUSAN HIGH-MCAULEY  
CITY ATTORNEY

132 WEST MAIN STREET, ROOM 212  
GALLATIN, TN 37066  
TELEPHONE: (615) 230-0681  
FACSIMILE: (615) 230-0657

December 8, 2014

Mr. Jim Flanagan  
Acting Manager of Public Sector Operations  
Division of Occupational Safety and Health  
Tennessee Department of Labor and Workforce Development  
220 French Landing Drive  
Nashville, TN 37243-1002

Re: Request for extension for inspection numbers: 1004966 & 1004206 – relative to Violation 1, Item 3&4 at Gallatin City Hall and Violation 1, Item 1 at Gallatin Police Department

Dear Mr. Flanagan,

In response to your letter dated November 17, 2014 regarding the above referenced inspections of Gallatin City Hall and Gallatin Police Department, I am formally requesting an extension to correct Violation 1, Item 3&4 at Gallatin City Hall and Violation 1, Item 1 at Gallatin Police Department.

There has been a formal meeting between the Fire Department, Codes Department, Risk Management, Facilities Maintenance and Purchasing to discuss a plan to install an emergency/fire alarm system for City Hall and also the Police Department. We also discussed a plan in developing evacuation plans for both buildings.

Our purchasing agent will send out a Request for Proposals (RFP) for the fire alarm system for both City Hall and the Police Department. Once the proposals are returned to us, we will decide on which vendor to utilize in order to install the systems. We will then present an Ordinance to our City Council to appropriate the money and begin the installation process immediately. The Ordinance will take approximately four weeks to pass at City Council. We are currently working towards developing an evacuation plan for both buildings and the plan will become effective immediately.

I am requesting an extension of sixty (60) days in order to correct the violations. The additional time is essential and will give the City sufficient time to send out the RFP, appropriate the money by an Ordinance and install the fire alarm systems.

If you have any questions, please do not hesitate to contact me.

Sincerely,  
  
JamiAnn Hannah  
City of Gallatin, Risk Management Coordinator

CC: Lyndon Satterfield, Facilities Maintenance Supervisor  
Billy Vahldiek, Lieutenant Gallatin Police Department  
Mayor Jo Ann Graves

The City of Gallatin is accepting bids for Installation of Fire Alarm Systems. Bid packets may be obtained from the Gallatin City Hall, 132 West Main Street, Room 204, Gallatin, TN, 37066 or from our website @ [www.gallatinonthemove.com](http://www.gallatinonthemove.com). Bids are to be submitted no later than December 30 , 2014 @ 11:00 a.m. in a sealed envelope clearly identified "Installation of Fire Alarm Systems "with the bid due date and time marked on outside of envelope. Mail or hand deliver bids to Gallatin City Hall, Purchasing Department, 132 West Main Street, Room 106, Gallatin, TN, 37066 Any questions please contact J.R. Smith @ 615-451-5899

**FILE COPY**



**SUSAN HIGH-MCAULEY**  
CITY ATTORNEY

132 WEST MAIN STREET, ROOM 212  
GALLATIN, TN 37066  
TELEPHONE: (615) 230-0681  
FACSIMILE: (615) 230-0657

December 8, 2014

Mr. Jim Flanagan  
Acting Manager of Public Sector Operations  
Division of Occupational Safety and Health  
Tennessee Department of Labor and Workforce Development  
220 French Landing Drive  
Nashville, TN 37243-1002

Re: Inspection Numbers: 1004966 & 1004206

Dear Mr. Flanagan,

In response to your letter dated November 17, 2014 regarding the above referenced inspections of Gallatin City Hall and Gallatin Police Department, the following actions have been taken to correct the concerns raised during the inspection:

1. An Exit sign has been installed above the door on the first floor of Gallatin City Hall that employees and citizens would use in the event of an emergency.
2. In addition, another Exit sign has been installed at the stairwell of the bathroom and banquet hall of Gallatin City Hall to indicate where to go for an emergency.
3. Our Facilities Maintenance Supervisor has confirmed that all containers of hazardous chemicals and cleaners were labeled. There is a Hazardous Waste Standard Pictogram that has been posted at the housekeeping storage room of Gallatin City Hall to ensure the employees utilize labels for all containers with chemicals.
4. Any and all extension cords have been removed in the Armory Room of the Gallatin Police Department.
5. The fire extinguishers have been inspected and a monthly inspection is occurring from this point forward, indicating the date of inspection on the tag of the fire extinguishers.

A copy of the completed Abatement Certification Form and supporting documentation is also attached. If you have any questions, please do not hesitate to contact me.

Sincerely,

  
Jami Ann Hannah  
City of Gallatin, Risk Management Coordinator

CC: Lyndon Satterfield, Facilities Maintenance Supervisor  
Billy Vahldiek, Lieutenant Gallatin Police Department  
Mayor Jo Ann Graves

**ABATEMENT CERTIFICATION FORM** Y909 3.117

**MANAGER OF PUBLIC SECTOR**  
 Tennessee Department of Labor and Workforce Development  
 Division of Occupational Safety and Health  
 220 French Landing Drive  
 Nashville, TN 37243-1002

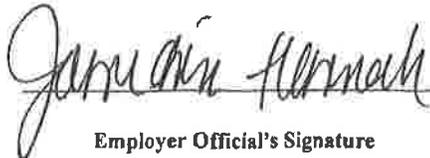
**Date:** December 5, 2014

**SUBMITTED BELOW IS THE ACTION(S) TAKEN TO CORRECT THE ALLEGED VIOLATION(S) LISTED ON THE "Notice of Unsafe or Unhealthful Working Conditions"**

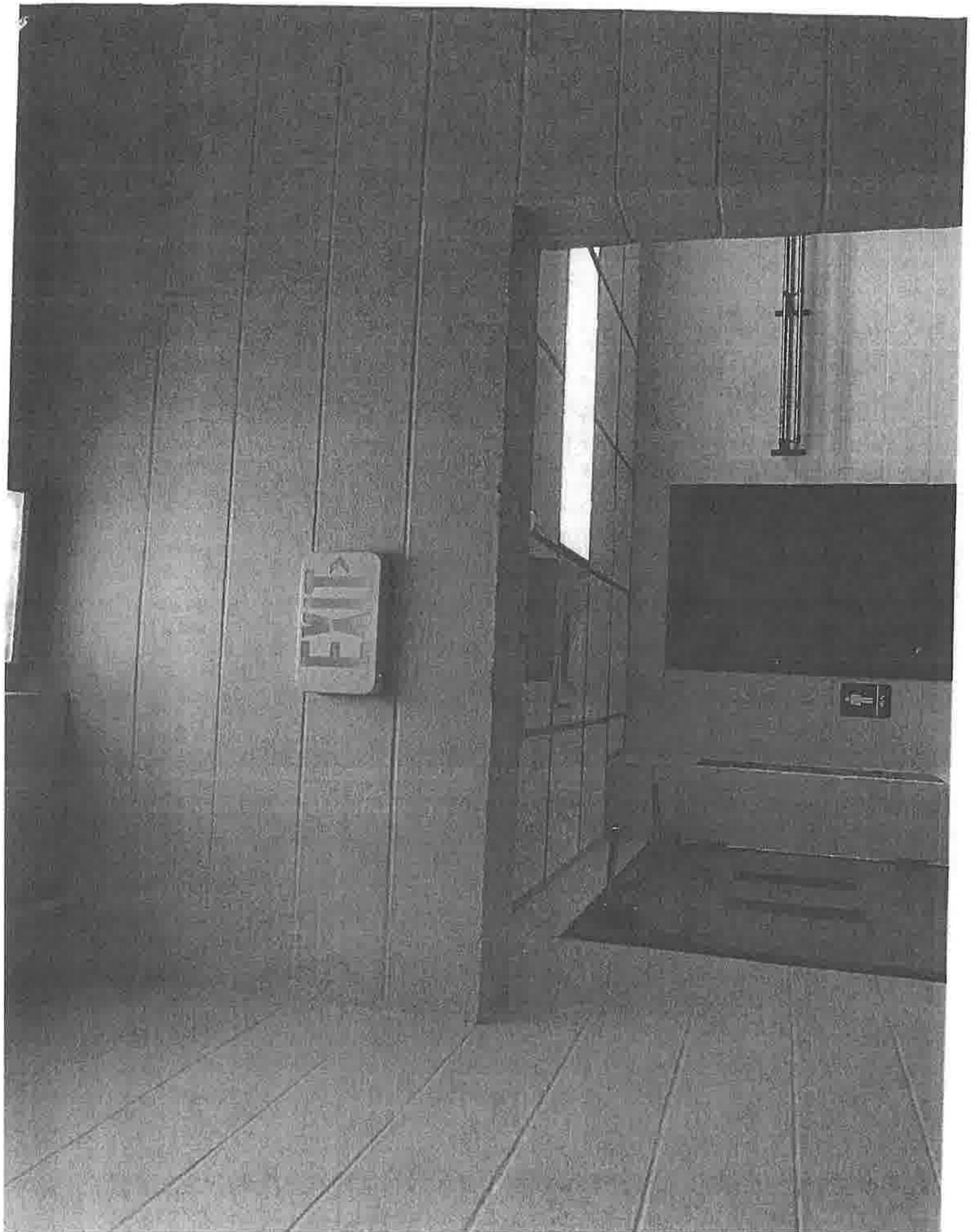
Inspection #1004966 - Gallatin City Hall

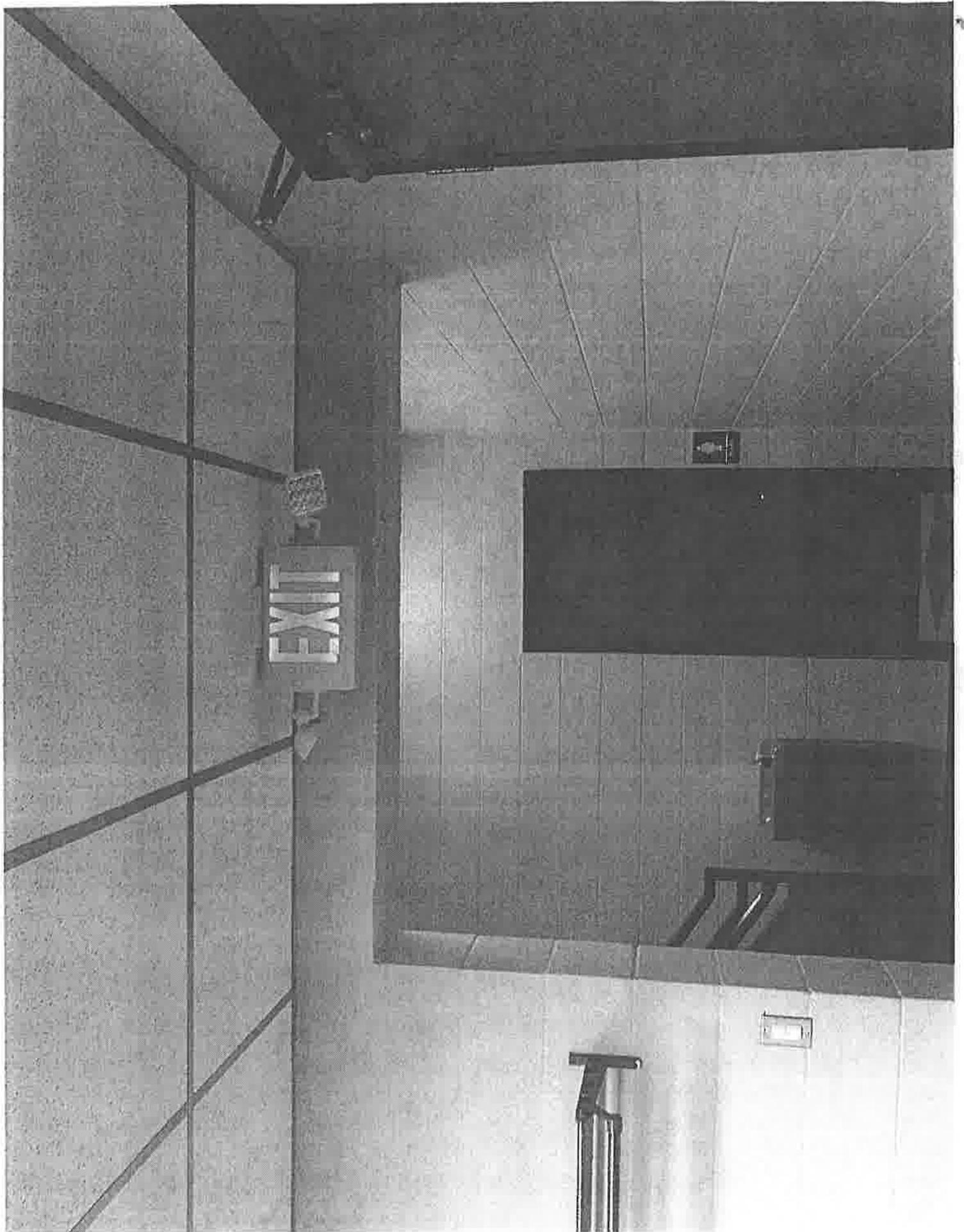
Violation & Item #	Date Corrected	How Corrected
Violation #1, Item 1	12-4-14	Our Facilities Maintenance employee purchased and installed an Exit Sign above the door on the first floor of City Hall.
Violation #2, Item 2	12-4-14	Our Facilities Maintenance employee purchased and installed an Exit Sign above in the stairwell of the bathroom and banquet hall of City Hall.
Violation #1, Item 5	10-30-14	Our Facilities cleaning employees have confirmed that all containers of chemicals have labels and the Hazard Communication Standard Pictogram has been clearly posted to ensure the employees utilize correct labels.

A COPY OF THE VIOLATION(S) WAS (WERE) POSTED AS REQUIRED BY TENNESSEE CODE ANNOTATED §50-3-307(a)(4).

  
 \_\_\_\_\_  
 Employer Official's Signature

Risk Management Coordinator  
 \_\_\_\_\_  
 Job Title





EXIT



## ABATEMENT CERTIFICATION FORM

**MANAGER OF PUBLIC SECTOR**  
Tennessee Department of Labor and Workforce Development  
Division of Occupational Safety and Health  
220 French Landing Drive  
Nashville, TN 37243-1002

**Date:** December 5, 2014

**SUBMITTED BELOW IS THE ACTION(S) TAKEN TO CORRECT THE ALLEGED VIOLATION(S) LISTED ON THE "Notice of Unsafe or Unhealthful Working Conditions"**

Inspection #1004206 - Gallatin Police Department

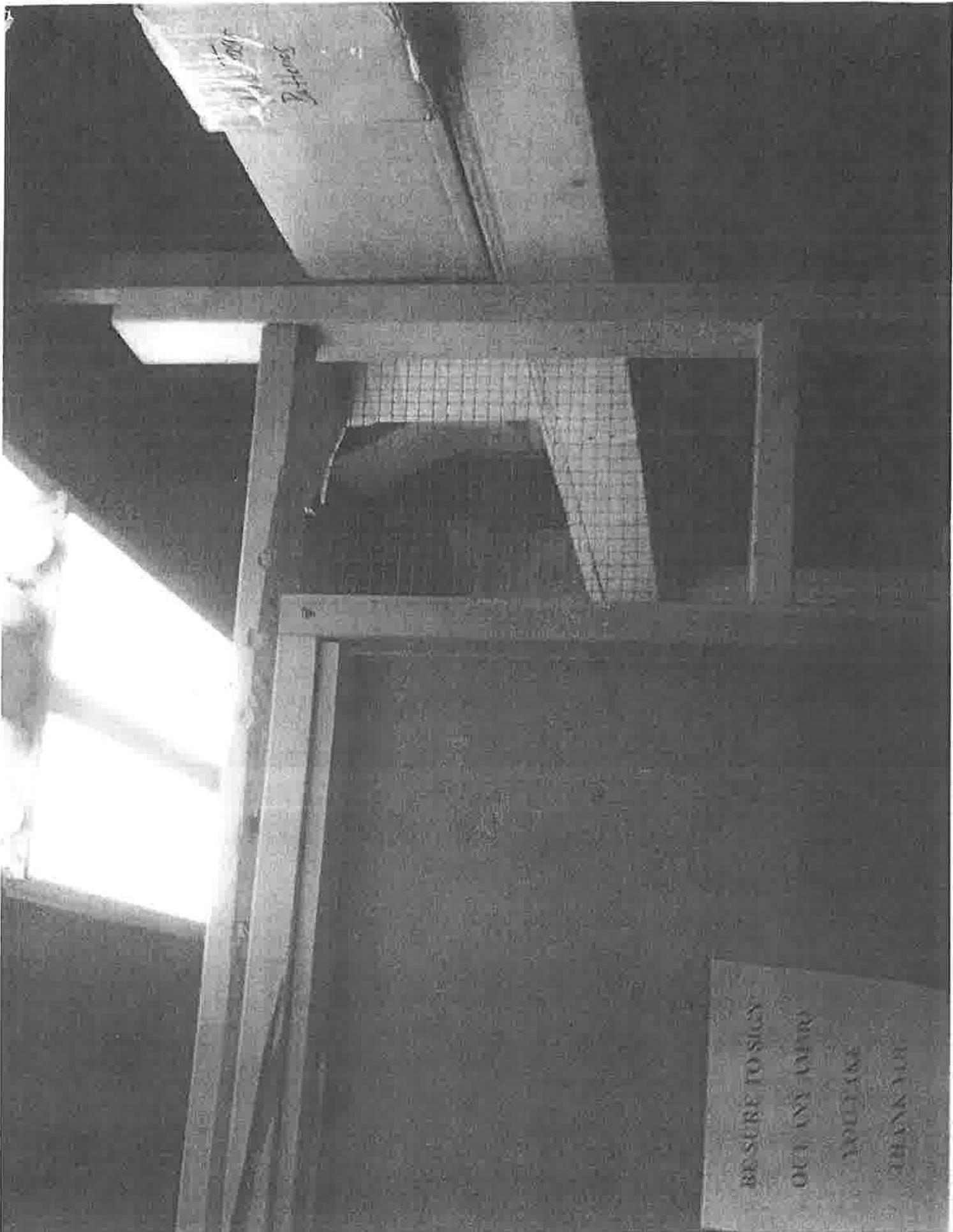
Violation & Item #	Date Corrected	How Corrected
Violation #1, Item 2	11-17-14	The extension cord has been removed from the Armory Room. Employees understand and have been verbally warned not to use an extension cord.
Violation #2, Item 1	12-3-14	The fire extinguishers have been inspected and a monthly inspection is occurring from this point forward. We have requested our local fire department to perform monthly inspections and indicate the date of inspection on the tag of the fire extinguishers.

A COPY OF THE VIOLATION(S) WAS (WERE) POSTED AS REQUIRED BY TENNESSEE CODE ANNOTATED §50-3-307(a)(4).

  
\_\_\_\_\_  
Employer Official's Signature

Risk Management Coordinator  
\_\_\_\_\_

Job Title



BE SURE TO SIGN  
OUT ANY MATERIAL  
YOU TAKE  
THANK YOU

2/10/05  
2/10/05



**The City of Gallatin, TN**  
**Gallatin Engineering Bid Opening**  
**Fire Alarm Systems**  
**30-Dec-14**

Company Name	Total Price
HSS Inc., 228 W.Main St.Ste.D, Lebanon, TN 37087	Total: \$45,428.40
Gallatin City Hall	\$15,940.90
Fire Hall #1	\$8,652.10
Fire Hall#2	\$4,024.10
Police HQ	\$9,167.20
Police Annex	\$7,644.10
Building Systems Technologies, Inc., 1310 Centerpoint Blvd. Knoxville, TN 37932	Total: \$ 76,250.00
Gallatin City Hall	\$29,500.00
Fire Hall #1	\$11,900.00
Fire Hall#2	\$7,650.00
Police HQ	\$15,900.00
Police Annex	\$11,300.00
EXPLANATION:Fire Alarm Systems	
BID AWARDED TO FOLLOWING VENDOR:	
ACCOUNT NUMBER:	
FUNDS AVAILABLE:	
DEPARTMENT HEAD SIGNATURE:	DATE:

## PRICE SHEET

City Hall: \$ 15940.90

Fire Hall #1:\$ 8652.10

Fire Hall #2:\$ 4024.10

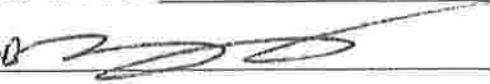
Police Station: \$ 9167.20

Police Annex\$ 7644.10

Name of Company: HSS INC TN License CO595

Address: 228 West Main St Suite D

Telephone: 615-444-1400

Signature: 

Print Name: Cecil Hussey

Title: President

Date: 11/24/2014

**PRICE SHEET**  
**29,500.00 min code requirements.**

**City Hall: \$+6,500 add early warning smoke detection**

**Fire Hall #1:\$ 11,900.00**

**Fire Hall #2:\$ 7,650.00**

**15,900.00 min code requirements.**

**Police Station: \$ +2,800 add early warning smoke detection**

**11,300.00 min code requirements.**

**Police Annex\$ +600 add early warning smoke detection**

Name of Company: Building Systems Technologies, Inc

Address: 1310 Centerpoint Blvd, Knoxville, TN 37932

Telephone: 865-531-1994

Signature: 

Print Name: David Baker

Title: Technical Sales Rep

Date: 12/30/2014

Please see attachments for company information, references, and product documentation/system pricing.

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

January 13, 2015

**DEPARTMENT: CITY ATTORNEY**

**AGENDA #**

---

**SUBJECT:**

Ordinance Appropriating \$45,428.40 for a Fire Alarm System for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and Police Annex on South Water.

**SUMMARY:**

In November 2014, the City of Gallatin received a letter containing violations from the Department of Labor and Workforce Development Occupational Safety and Health. The most serious violation that we recieved was the lack of a Fire Alarm System in City Hall and also the Police Department. We have bid out the systems for the 5 locations listed above.

**RECOMMENDATION:**

Appropriate money for a Fire Alarm System for all locations and allow the Mayor to sign any and all documents pertaining to the engagement of a company and installation of the system.

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved   
Rejected   
Deferred

---

**Notes:**

ORDINANCE NO. O1501-6

ORDINANCE TRANSFERRING BALANCE OF RECORDS PRESERVATION FUNDS  
FROM CITY ATTORNEY'S OFFICE ACCOUNT NO. 110-41620-329 TO CITY  
RECORDER'S OFFICE ACCOUNT NO. 110-41510-329

WHEREAS, The Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City Recorder's office, the City Attorney's office and the City as a whole to transfer funds for records preservation from the City Attorney's budget to the City Recorder's budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the balance of the records preservation funds in the amount of \$14,849.75 is hereby transferred from the City Attorney's Office account 110-41620-329 to the City Recorder's Office account 110-41510-329;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING:

PASSED SECOND READING:

\_\_\_\_\_  
MAYOR PAIGE BROWN

ATTEST:

\_\_\_\_\_  
CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

January 13, 2015

**DEPARTMENT:** Councilman Overton

**AGENDA #**

---

**SUBJECT:**

City Recorder's Office

**SUMMARY:**

Councilman Overton asked that this item be placed on the agenda. It was deferred from the November 11, 2014 and the December 9, 2014 Council Committee Meetings.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

---

Approved   
Rejected   
Deferred

---

**Notes:**

ORDINANCE AMENDING CHAPTER 13, SECTION 13-102 "COVERAGE" OF THE  
GALLATIN MUNICIPAL CODE

WHEREAS, The City Recorder is elected by the qualified voters of the City Gallatin, Tennessee in the same mode and manner as the Mayor and Aldermen pursuant to Article VII, Section 1 of the Charter of the City of Gallatin.

WHEREAS, all offices and positions of the City of Gallatin are divided into the classified service and exempt service. Chapter 13, Section 13-102 defines the positions within the City of Gallatin which are specifically exempted from the classified service.

WHEREAS, Chapter 13, Section 13-102 specifically exempts the employees of the Mayor's Office from the classified service. However, Chapter 13, Section 13-102 does not exempt the employees of the City Recorder's Office.

WHEREAS, the City Council has determined that because the City Recorder is an elected official, the employees in that office should be exempted from the classified service, just as the employees in the Office of the Mayor, the only other elected official in the City of Gallatin who currently has employees who serve in her office.

WHEREAS, Chapter 13, Section 13-102 must be amended to reflect that all employees of an elected official of the City of Gallatin are exempted from the classified service.

WHEREAS, the employees currently employed in the Office of the City Recorder must be declassified and placed in the exempt service.

WHEREAS, the Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City of Gallatin that all employees of elected officials be in the same service designation, the exempted service, and that Chapter 13, Section 13-102 be amended to reflect the same.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that Chapter 13, Section 13-102 of the Gallatin Municipal Code be amended as follows:

**Section 13-102. Coverage**

- **Section 13-102(a)(2) shall be amended by deleting the words "and direct assistants thereto" following "The mayor;"**
- **Section 13-102(a)(19) shall be added as follows: "All employees working in the office of an official elected by popular vote by the voters of Gallatin, Tennessee"**

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING:

PASSED SECOND READING:

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MAYOR PAIGE BROWN

ATTEST:

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CONNIE KITTRELL  
CITY RECORDER

APPROVED AS TO FORM:

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SUSAN HIGH-MCAULEY  
CITY ATTORNEY

**CITY OF GALLATIN  
COUNCIL COMMITTEE AGENDA**

January 13, 2015

**DEPARTMENT:** Councilman Overton

**AGENDA #**

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**SUBJECT:**  
City Recorder's Office

**SUMMARY:**  
Councilman Overton asked that this item be placed on the agenda. It was deferred from the November 11, 2014 and the December 9, 2014 Council Committee Meetings.

**RECOMMENDATION:**

**ATTACHMENT:**

Resolution  
 Ordinance

Correspondence  
 Contract

Bid Tabulation  
 Other

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Approved   
Rejected   
Deferred

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**Notes:**