



CITY OF GERMANTOWN

TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815
Phone (901)757-7200 Fax (901)757-7292 www.germantown-tn.gov

Board of Mayor and Aldermen Meeting

Monday, September 26, 2016 – 6:00 p.m.
Council Chambers – Municipal Building

1. Call To Order
2. Invocation
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Special Recognition
 - a. Beautification Commission Business Award
 - b. Germantown International Festival 2016
7. Alderman Liaison Reports
8. Citizens to be Heard
9. **CONSENT**
 - a. Purchase - Control Panel Cordova Lift Station
 - b. Purchase - Bulk Concrete Contract Extension
 - c. Resolution 16R28 - TML Pool Safety Partners Matching Grant Program
 - d. Resolution 16R29 - TML Pool Driver Safety Matching Grant Program
 - e. Recognition of Donation - Animal Shelter, Barbara Marshall Trust
10. Agreement of Compromise and Settlement Payment
11. Development Contract No. 1213 – The Villages of Germantown Common Area Expansion
12. Development Contract No. 1214 – Lot 1A, Forest Hill-Irene Commercial Subdivision
13. Development Contract No. 1215 – Chapel Cove Residential Subdivision

The City of Germantown complies with the American with Disabilities Act. Should you need accommodations for this meeting, please call 757-7200 at least 48 hours in advance of the meeting.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: SET AGENDA

INTRODUCTION:

The Agenda must be set before the meeting. The Board must agree on the contents of the agenda and make changes to the agenda before the meeting begins.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the agenda (as amended).

BOARD ACTION: MOTION BY: SECONDED BY: _____

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: APPROVAL OF MINUTES

INTRODUCTION:

The purpose of this agenda item is to approve the minutes of the Board of Mayor and Aldermen Meeting held September 12, 2016.

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve the minutes of the Board of Mayor and Aldermen Meeting held September 12, 2016.

BOARD ACTION: MOTION BY: SECONDED BY: _____

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PL*

SUBJECT: BEAUTIFICATION COMMISSION BUSINESS AWARD

INTRODUCTION:

The purpose of this agenda item is to recognize Ring Enterprises as the recipient of the September Beautification Commission Business Award.

BACKGROUND:

Ring Enterprises, 7599 Poplar Pike, adjacent from the Germantown Presbyterian Church in the heart of Old Germantown, was selected by the Beautification Commission to receive the September Beautification Award by a unanimous vote.

Ring Enterprises is a company responsible for the development of all area Subway restaurants. This lovely property features an expansive lawn that is bordered by gorgeous impatiens, mature trees, a lovely shaded fern bed and antique planters outside front door with caladiums. This site has an exceptional standard of property management. All outside landscape plantings are highly manicured with a row of hedges that frame the lawn. The property has evergreen shrubs around the front of the business that provide a lush green backdrop during all seasons.

The level of landscape detail, maintenance and care of Ring Enterprises in Germantown demonstrates pride in their appearance and the business's commitment to helping the City look beautiful. The Beautification Commission is appreciative of their efforts.

DISCUSSION:

Each month, a designated commission member is responsible for identifying potential award winners and making a recommendation to the Commission. The September commission designee is Evelyn Ward. Alderman Forrest Owens, Beautification Commission liaison, will present the award to Greg Ring, owner of Ring Enterprises in Germantown. Turf Master Landscaping provides the landscaping services for this site.

Germantown Forward 2030:

In keeping with the Germantown Forward 2030 Plan community values, this recognition program celebrates Germantown businesses that practice "smart community growth" principles and demonstrate "natural and designed beauty" to keep our city vibrant and "the community of choice".

Prepared by: Pam Beasley

Pam Beasley, Director of Parks and Recreation



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PSL*

SUBJECT: GERMANTOWN INTERNATIONAL FESTIVAL 2016

INTRODUCTION:

The purpose of this agenda item is to recognize the Germantown Rotary Club Germantown International Festival 2016.

BACKGROUND:

The eighth annual Germantown International Festival, presented by the Rotary Club of Germantown, was held 11 a.m. to 5 p.m. on Saturday, August 20, at the Great Hall & Conference Center. The purpose of the festival was to share various cultures with each other and with the local community.

These countries had booths displaying arts and crafts, authentic food and music and presented cultural programs from their respective countries.

Cultures Represented:

Argentina	Ethiopia	Somalia and Mauritania	Peru
Austria	Germany	South Korea	Philippines
Brazil	Greece	Mexico	Poland
Caribbean Countries	Honduras	Nepal	Puerto Rico
China	India	Nigeria	Switzerland
Colombia	Iran	Palestine	Syria
El Salvador	Japan	Panama	Turkey
			United States

GERMANTOWN FORWARD 2030:

Quality of Life - Strategic Objective 1 - Exceptional gathering places encourage engagement among residents and visitors. Placemaking facilitates cultural and social identities that define a place and support its ongoing evolution.

PREPARED BY: Michele Betty

MICHELE BETTY, CITY CLERK/RECORDER



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PSL*

SUBJECT: PURCHASE – CONTROL PANEL CORDOVA LIFT STATION

INTRODUCTION:

The purpose of this agenda item is to request authorization to purchase a control panel for the Cordova lift station, 1386 Cordova Cove, from Southern Sales Company, a division of TENCARVA Machinery Company in the amount of \$11,421.00.

BACKGROUND:

The current electric control panel was installed by Johnson Controls in 1986. Due to the moist operating environment, methane gases and constant heat, the wires have become weak and brittle causing frequent disruption of power to the two submersible ABS sewer pumps. A quote was requested from the manufacturer to construct a new duplex wall mounted secure enclosure control panel per factory specifications.

DISCUSSION:

Due to the reduction of pumping capabilities and the potential for failure, staff is requesting the purchase of a new duplex control panel. It's important to note that this sewer lift station services approximately 25% of the residential connections in the area and all the commercial customers on Wolf River Blvd. from Kimbrough Rd to Riverdale Rd, including the new hotel on Germantown Rd.

Due to the specific type of ABS pump, Staff had to work with the manufacturer to provide a single source quote for the equipment. The maintenance and parts will be under warranty for one year and should restore the integrity of the station and pumping capacities to maximum levels. This contract does not include the installation expense. A pre-bid meeting will be held at the sewer lift station with electrical contractors to review installation requirements and complete competitive quotes for installation of this control panel. The installation is expected to be less than \$3,500.00.

BUDGET AND STAFFING IMPACT:

SOURCE OF FUNDING:

Fund	Line Item No.	Dept.	Line Item Description	Budget Balance	Recommended Expenditure
Utility	040-9525-524.93-60	Sewer	Maintenance	\$200,000.00	\$11,421.00
CIP	IR1748		Sewer Collect System		

Brad Smith, Utilities Field Operations Superintendent, will serve as the staff contract administrator for the project.

GERMANTOWN FORWARD 2030:

City Services and Finance – Strategic Objective # 4 – The City provides high quality services. The City's highest objective is to provide superior customer service on a daily basis in the most timely and cost-effective manner

ATTACHMENT:

Single Source Proposal from Southern Sales Company, a division TenCarva Machinery Company

Prepared by: Bruce Tillman
Bruce Tillman, Asst. Director of Public Works

Reviewed by: Bo Mills
Bo Mills, Public Works Director

Reviewed by: Lisa A. Piefer
Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To purchase a control panel for the Cordova lift station, 1386 Cordova Cove, from Southern Sales Company, a division of TENCARVA Machinery Company in the amount of \$11,421.00.

BOARD ACTION: _____ **MOTION BY:** _____ **SECONDED BY:** _____

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: PURCHASE - BULK CONCRETE CONTRACT EXTENSION

INTRODUCTION:

The purpose of this agenda item is to request the Board's authorization to exercise the second and final year contract extension option to purchase 500 cubic yards of bulk concrete mix in the amount of \$99.00 per yard from Memphis Ready Mix, for a total amount of \$49,500.00.

BACKGROUND:

Concrete mix is used primarily for street repairs, utility cuts, curb and gutter replacement, water table repairs and art piece foundations and is funded annually in the State Street Aid Operating Budget. Memphis Ready Mix has provided excellent service and product to the city for many years. This purchase will meet the department's needs for one year.

DISCUSSION:

The bid was received and approved by the Board of Mayor and Alderman in August of 2014 for a one year contract with two additional option years. Staff would like to recommend exercising the second year option with Memphis Ready Mix. The vendor was contacted in advance to accept the terms of the original contract specifications. The unit price for each bid item will increase by \$5.00 per cubic yard, the maximum allowed increase on the Price Producer Index which was included in the bid specifications and original bid award to allow for an approved method for increases. The information has been reviewed and verified by the Procurement Department staff.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: 16R28 – TML Pool Safety Partners Matching Grant Program.

INTRODUCTION:

The purpose of this agenda item is to approve **Resolution 16R28 – TML Pool Safety Partners Matching Grant Program**. The grant program, offered by the City's insurer, provides up to 50% of the cost for safety related purchases in fiscal year 2017. Germantown is eligible to receive up to the maximum \$3,000 from the limited grant funds available. The grant application must be submitted with this resolution approved by the Board of Mayor and Aldermen, along with cost estimates (approximately \$6,000) information for the identified safety purchase.

BACKGROUND:

The City's safety committee has recommended continued participation in this grant program. Each year, this group is tasked with making recommendations for equipment, training materials, and specialized training. Grant priority is given for risk exposures faced by our employees in the performance of their duties. The City also maintains a library of DVD's and training materials for use by the Departments. This is also reviewed during this grant process.

DISCUSSION:

The City of Germantown is committed to providing a safe workplace with equipment, training and educational opportunities that ensures the personal safety of our employees. The City of Germantown utilized its Central Safety committee members to select and recommend items for the 2016-17 Grant. Safety Equipment requests from Fire, Facility Services and GPAC were submitted to TML for the grant. The City received notification from TML on September 2, 2016 that the grant was approved. The equipment and justification for purchase is as follows:

- Firefighter Rehab Equipment as follows:
 - Five (5) DQE Kore Kooler Rehab Chairs
 - Five (5) Heavy Duty Portable Chairs
 - One (1) 15' X 8' vinyl awning and rails
 - One (1) Shafer 4 person rehab station
 - One (1) Portable EZ Up dome tent

Justification: The Department is looking to purchase a Firefighter Emergency Scene Rehab Center. NFPA 1584 outlines the need for firefighter rehab while working emergency scenes and during rigorous training exercises. Firefighters are subject to extreme heat resulting in thermal shock to their bodies. It's important for firefighters to cool their core body temperature during rehab operations while reducing overall stress and limiting fatigue. This will allow fire department personnel to be more effective and minimize adverse medical conditions at emergency scenes.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PLJ*

SUBJECT: 16R29 – TML Pool Driver Safety Matching Grant Program.

INTRODUCTION:

The TML Risk Management Pool is offering a "Driver Safety" Matching Grant Program to provide 50% of the cost for driver safety training provided to employees who drive City vehicles. Germantown is eligible to receive up to the maximum \$2,500 from the limited grant funds available. The grant applies to training performed and/or equipment purchased in fiscal year 2017 and the application must be submitted with a resolution approved by the Board of Mayor and Aldermen, along with cost estimates (approximately \$5,000) for the qualified driver safety training and equipment.

BACKGROUND:

The Richardson "Driver Safety" Grant Program offers financial assistance to Pool members with auto liability coverage whose employees are required to operate city/agency vehicles. Because the training needs and safety concerns of each Pool member are different, various driver safety training, methods, technologies, and approaches are eligible for this grant; including, but not limited to: instructor-led training, DVD training, computer based training, backup cameras and alarms, GPS tracking systems, alert systems for administrators (such as vehicle black box technology), and other technology that can assist administration in monitoring compliance with vehicle use policies.

DISCUSSION:

The City of Germantown is committed to providing a safe workplace including obligatory employee training to reinforce safe practices. This grant is being offered every year typically offered every other year with the City receiving \$2,500 in FY16 that went towards defensive driving courses and motor vehicle checks.

Information from the Procurement Department and Central Safety Committee was used to determine the grant requests. Overwhelming employees requested additional driver safety training for non public safety employees. The City will schedule a 4-hour Defensive Driving course for all employees who regularly drive a City vehicle (excluding Fire and Police personnel who receive instruction through separate programs). The course is presented by a certified instructor from the Southwest Tennessee Community College Continuing Education Dept. The classroom instruction is designed to teach our drivers how to AVOID or PREVENT accidents and crashes by increasing their awareness of traffic situations and learning to deal with adverse driving conditions. The cost is thirty-five dollars (\$35.00) per participant. The remaining monies will be used for motor vehicle checks for employees. Participation in the "Driver Safety" grant program is recommended.

16R29 – TML Pool Driver Safety Matching Grant Program

September 26, 2016

Page 2

Germantown Forward 2030:

Germantown Forward 2030 Goal utilized for this resolution falls under the City Services and Finance Strategic Objective of "The City provides high quality services."

BUDGET AND STAFFING IMPACT:

Through the grant application process, the BMA is required to approve the attached Resolution to Participate. If approved, TML will notify the City to proceed with the purchase of the equipment by each department. After receipt and payment of the equipment totaling up to \$5,000, the City will be reimbursed 50% or \$2,500 of the cost of the equipment.

ATTACHMENTS

Resolution 16R29 – Authorization to Participate in the TML Driver Safety Matching Grant Program

Prepared & Reviewed by: Lisa A. Piefer

Lisa A. Piefer, Procurement Director

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve Resolution 16R29, authorizing the City to participate in the TML "Driver Safety" Matching Grant Program for FY17.

BOARD ACTION:

MOTION BY:

SECONDED BY:

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: AGREEMENT OF COMPROMISE AND SETTLEMENT PAYMENT

INTRODUCTION:

This payment in the amount of \$355,453 represents the third of twelve yearly payments to the Shelby County Board of Education (SCBE) for the settlement of litigation over the formation of the Germantown Municipal School District (GMSD) and the conveyance by SCBE of Dogwood, Farmington and Riverdale elementary schools, Houston Middle School and Houston High School to the GMSD for management and operation.

BACKGROUND:

In early 2011 the Germantown Board of Mayor and Aldermen and the City administration began in earnest to develop our own municipal school district based upon legislation opening up the provision in state law dealing with the creation of municipal school districts commonly referred to as the Norris Todd bill. After thirty-six months, and numerous ordinances and public referendums, the GMSD Board of Education was seated and a superintendent was in place. In August 2014 the doors of the GMSD were opened to the delight of students and parents throughout our City.

DISCUSSION:

A vital component in moving the GMSD forward, along with meeting all the legal and regulatory requirements, was the settlement of a lawsuit filed by the County Commission alleging that the City's efforts to create its own municipal school district was illegal because they were motivated by racially-discriminatory intent and violated various constitutional provisions.

The Agreement of Compromise and Settlement executed by Mayor Goldsworthy on January 6, 2014 accomplished two primary objectives.

1. Dismissed with prejudice all claims by the County Commission in the lawsuit referenced above.
2. Conveyed Dogwood, Farmington and Riverdale elementary schools along with Houston Middle and Houston High school to the GMSD Board the operation for full control, management and operation.

The settlement agreement also requires that the GMSD Board of Education agrees to pay SCBE for the next twelve years, by the first of November each year, beginning in 2014 the amount of \$355,453. In our discussion with the GMSD Board of Education early in their formation the City of Germantown agreed to pay this amount on behalf of GMSD.

It is important to note that the annual payment to SCBE does not represent a negotiated sale of the five buildings in the GMSD but rather an amount agreed upon to settle the lawsuit with the County. These funds, per the agreement, will be used by the SCBE to reduce its retiree health and life insurance liabilities.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: Project Development Contract No. 1213 – The VILLAGES of GERMANTOWN COMMON AREA EXPANSION

INTRODUCTION: The purpose of this agenda item is to approve Project Development Contract Number 1213 for The Villages of Germantown Common Areas Expansion. This project will include the expansion of four common areas. The four common areas to be expanded are the fitness room, activity room, maintenance facility, and bar/bistro. The specific Board of Mayor and Alderman action requested is approval of Project Development Contract Number 1213.

BACKGROUND: The Village at Germantown was initially approved as Project Development Contract #1098 by the Board of Mayor and Aldermen on June 23, 2003. It is currently a 247-unit continuing care retirement community for seniors and contains varying levels of housing and care, including single-family cottages, independent living apartments, assisted living, skilled care and special care units, and a rehabilitation facility.

On February 19, 2014, the Planning Commission approved an expansion plan that included the following:

- New Memory Care and Assisted Living Facility – a new 3-story building that will contain 49,705 sq. ft. of floor area. The building contains 30 assisted living dwelling units, 16 memory care dwelling units and 2 skilled care units;
- Rehabilitation Facility – a 1,760 sq. ft. building located in the existing northern courtyard.
- Kitchen Facility Expansion – the existing building footprint was expanded by approx. 2,968 sq. ft.
- Parking Area Expansion – an additional 17 parking spaces to be constructed along the southern portion of Walking Horse Circle. These spaces were approved with the original site plan but were not constructed.

On July 7, 2015, the Planning Commission approved a preliminary and final site plan that included a new 4-storey building with 31 independent living units and underground parking for 38 vehicles. The Design Review Commission approved the final site plan that included the new facility on July 28, 2015. On January 5, 2016, the Planning Commission approved revisions to the July 7, 2015 site plan that included reducing the building height to 3-storey, increasing the number of units to 33, removing the underground parking garage and adding 19 additional new surface parking spaces in front of the building along Walking Horse Circle. The new site plan also reflects the inclusion of a new courtyard that will be surrounded on all sides by buildings.

DISCUSSION: Contract No. 1213 is a standard Project Development Contract. The approval will permit site improvements to include the following:

	PROJECT SITE AREA				Total Project Expansion	OVERALL DEVELOPMENT AREA
	Fitness Room	Activity Room	Maintenance Facility	Bar/Bistro		
Development Acreage					0.15 ac.	27.49 ac.
BUILDING SIZES						
Existing	1,794 SF	1,242 SF	852 SF.	2,448 SF	6,336 SF	189,691 SF.
Addition (33 unit addition approved on 1/5/2016)						6,336 SF 20,380 SF
BUILDING HEIGHT (above grade)	31.3'	20'	20.6'	16.9'	N/A	35'
NUMBER OF PARKING SPACES	No Change	No Change	No Change	No Change	No change	Required 378 Provided (based on previously approved plans)

GERMANTOWN FORWARD 2030: This project fulfills the Germantown Forward 2030 Strategic Objectives of “Economic development policies encourage investment in key commercial areas” and “Economic development practices support economic sustainability.”

BUDGET AND STAFFING IMPACT: Approval of the Contract will permit the developer to complete construction plans for the actual development of the project. Engineering and Planning staff will spend time and resources reviewing the construction plans, and Construction Inspection staff will spend time inspecting the project during the construction phase. The amount of time required is difficult to estimate, but will be defrayed by the fees for Plan Review and Construction Inspection, which are listed in the attachments.

ATTACHMENTS:

- Attachment 1 – Application and Disclosure of Ownership Interest
- Attachment 2 - Vicinity Map
- Attachment 3 - Site Plan and Elevation Drawing
- Attachment 4 – Planning Commission Minutes

PREPARED BY: Cameron Ross _____

Cameron Ross, Director of Economic and Community Development

REVIEWED BY: Sheila Pounder _____

Sheila Pounder, Planning Manager

PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:

To approve Project Development Contract 1213 for Village at Germantown Common Areas Expansion.

BOARD ACTION: _____ **MOTION BY:** _____ **SECONDED BY:** _____

VOTE/TOTAL	BARZIZZA	GIBSON	KLEVAN	OWENS	JANDA	PALAZZOLO
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



Agenda No. 12

CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PSL*

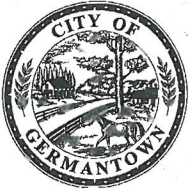
SUBJECT: PROJECT DEVELOPMENT CONTRACT NO. 1214 – LOT 1A, FOREST HILL-IRENE COMMERCIAL SUBDIVISION

INTRODUCTION: The purpose of this agenda item is to approve Project Development Contract Number 1214 for Lot 1A, Forest Hill-Irene Commercial Subdivision. This project will include the construction of a 4,959 square foot commercial office building. The specific Board of Mayor and Alderman action requested is approval of Project Development Contract Number 1214.

BACKGROUND: On September 7, 2004, the PC granted Final Plat approval for Forest Hill-Irene Commercial Subdivision. On September 28, 2004, the Design Review Commission (DRC) granted the Landscape and Lighting Plan approval to the full Forest Hill-Irene Commercial Subdivision. On October 11, 2004, the Board of Mayor and Aldermen approved Subdivision Development Contract No. 458 for the subdivision. On July 1, 2008, the Planning Commission granted Preliminary and Final Plat Approval to Resubdivide Lot 1 of the Forest Hill-Irene Commercial Subdivision. The subject property is Lot 1A, Forest Hill-Irene Commercial Subdivision. The site plans was approved by the Planning Commission on August 2, 2016, and the building including landscaping was approved by the Design Review Commission on August 23, 2016.

DISCUSSION: Contract No. 1214 is a standard Project Development Contract. The current request is to approve a Project Development Contract for a new office building with associated parking on Lot 1A. There is a landscape easement that was built with the initial subdivision. The interior street is a private street (31' R.O.W.) with stubbed access to the north (Stonecreek Center), and shared access with Corporate Gardens to the south. The main access to the site is from Forest Hill-Irene Road with secondary access through Corporate Gardens and Stone Creek. The landscape area along Forest Hill-Irene Road is thirty-five feet wide and twenty feet wide along the internal street.

TOTAL SITE AREA	0.68 ac.
BUILDING SQUARE FOOTAGE	4,959 sq. ft.
BUILDING HEIGHT	26' ft.
NUMBER OF PARKING SPACES	
Parking Provided	25
Parking Minimum Required	25



Agenda No. 13

CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: September 26, 2016

FROM: Patrick J. Lawton, City Administrator *PJL*

SUBJECT: PROJECT DEVELOPMENT CONTRACT NO. 1215 – CHAPEL COVE RESIDENTIAL SUBDIVISION

INTRODUCTION: The purpose of this agenda item is to approve Project Development Contract Number 1215 for Chapel Cove Residential Subdivision. This project will include the construction and development of 45 residential lots. The specific Board of Mayor and Alderman action requested is approval of Project Development Contract Number 1215.

BACKGROUND: The property was annexed into Germantown in 1988 and has been part of the Germantown Baptist Church property. On July 5, 2016 the Planning Commission approved the site plans with the following subdivision variance:

Variance Request to Section 17-56(k), Maximum length of a dead end street and no more than 30 lots. Subdivision proposal is for development of a cove that is 2,240 feet in length and has 45 lots on a dead end street.

The final plan approved by the Planning Commission was revised to include a 10' wide pedestrian path to Johnson Park, increased lot depth for lots in Phase 2 that abuts lots in Devonshire Gardens PUD, and a 15 foot tree preservation easement abutting lots in Devonshire Gardens PUD.

The Design Review Commission met on July 26, 2016 and approved landscaping and signage for the subdivision. Chapel Cove also requested a variance to the Board of Zoning Appeals that was approved on August 9, 2016 for an eight foot wall along Poplar Avenue frontage and a portion of the western boundary for the site with the remaining portion to have an eight foot fence.

DISCUSSION: Contract No. 1215 is a standard Subdivision Development Contract. The current request is to approve the contract for the development of the site to include the following:

PROPOSED NUMBER OF LOTS: 45 lots (Phase 1 = 23, Phase 2 = 22)

MINIMUM LOT SIZE: 15,398 sq. ft.

PHASES: Two

COMMON OPEN SPACE: Two landscaped areas at subdivision entrance and three medians within the street length.

