

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

December 3, 2024

5:00 PM

The purpose(s) of the meeting shall be for the Commission to receive, consider, discuss, deliberate, and debate the matters listed herein below and such other public business as may lawfully be undertaken provided that no formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

- I. **Discuss 4th Annual Commission Retreat Agenda Item 24-880 (CM Granum)**
- II. **Public Hearing & Request for Special Exceptions Permit at 2405 Lyndon Ave to Allow for Social Gatherings Res No. 24-1756 (CDD Johnson)**
- III. **Public Hearing & Request for Special Exceptions Permit at 2405 Lyndon Ave to allow for a Watchman Residence Res No. 24-1757 (CDD Johnson)**
- IV. **Public Hearing & Request for Rezoning of 619 Lullwater Rd from R-1 Residential to R-T/Z Residential Townhouse/Zero Lot Line Ord No 24-1269 (CDD Johnson)**
- V. **Purchase of Traffic Control Devices from TAPCO for Morrison Springs School Zone Res No. 24-1759 (PWD Tate)**
- VI. **Accept the Cultural Connections Grant of \$2,000.00 with no match requirement Res No. 24-1758 (PRM Grabe)**
- VII. **Appointment(s) to the Planning Commission agenda Item No. 24-879 by Commissioner Dalton & Commissioner Holmes**
- VIII. **Beer Board Meeting - Rotary Club application to serve beer and alcohol at the Red Bank Christmas Parade on December 14**
- IX. **Citizen Comments on Items on the Work Session Agenda**
5:45 Hard stop to allow citizen comments on items on this Work Session Agenda (CM Granum)
- X. **Any other business to discuss**
- XI. **Adjournment**



Permit #: 2022288
Permit Date: 11/29/22
Permit Type: Building
Applicant Name: Mitchell MacGregor, as agent
Applicant Address: 9501 Thornberry Drive
Applicant City, State, ZIP: Ooltewah, TN
Applicant Phone Number: 4236537190
Applicant Email: mitchellamacgregor@gmail.com
Description: Construct unit in building as fire rated for assembly and residence for night watchman's permit.
Project Cost: 20000
Square Feet: 4195
Architect/Engineer:
Property Type:
Moved to Plan Review
Module:
Status: Open
Assigned To: Tim Thornbury

Property

Parcel #	Address	Legal Description	Owner Name	Owner Phone	Zoning
117M D 002.01	2405 LYNDON AVE	LT 2 GREG McCOURT SUB PB 101 PG 77 OUT OF 117M D 002 FOR 2015	CADIEUX CRYSTAL L TR		

Attached Letters

Date	Letter	Description
11/29/2022	Zz Not Used	

Uploaded Files

Date	File Name
11/29/2022	397539506dc994bd0f82851367c63b14_10-7-22_special_excemption_permit_2405_lyndon_ave.pdf



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Morrison Springs Road – Proposed School Zone Beacons

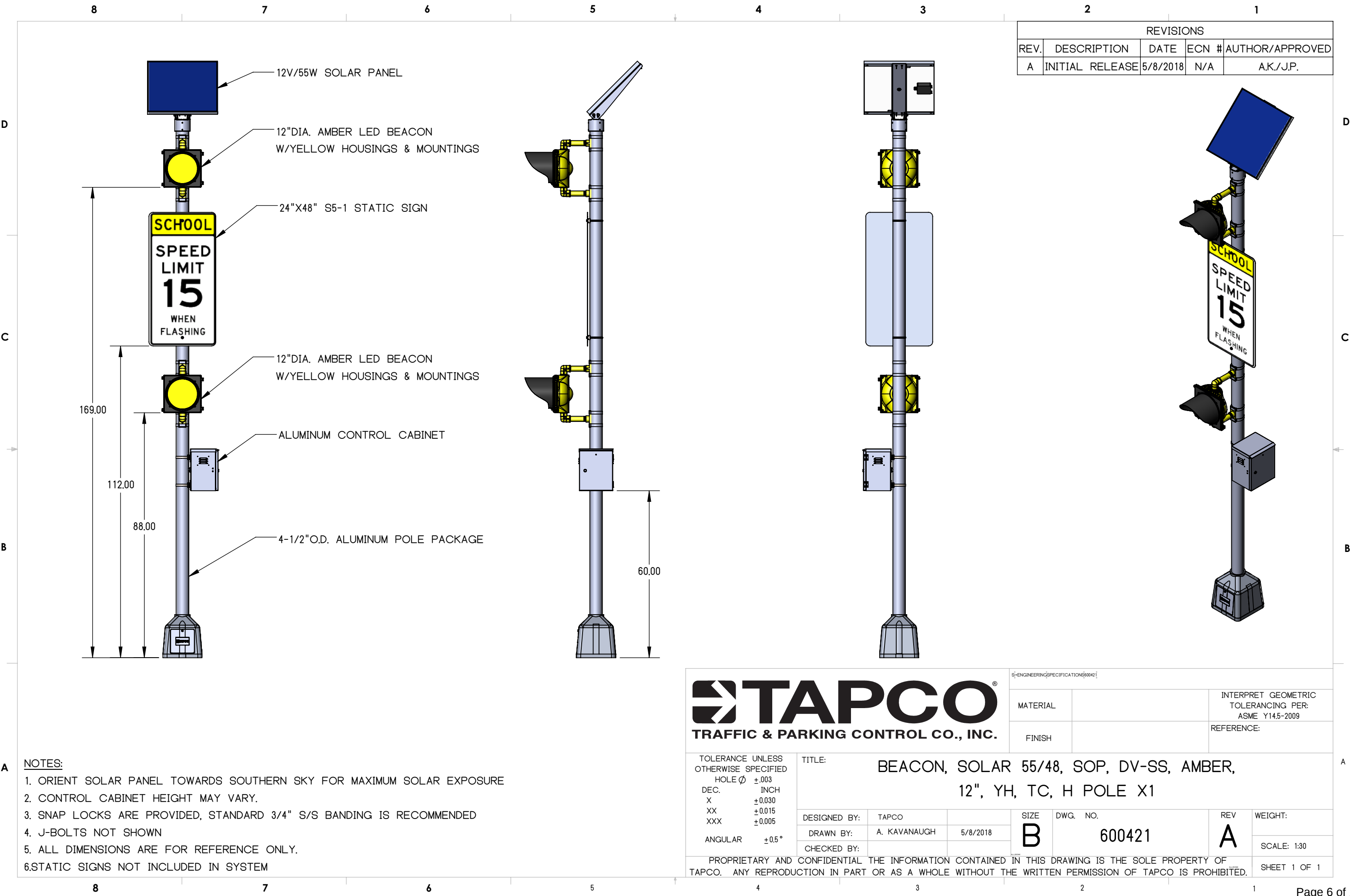


SCHOOL

**SPEED
LIMIT**

25

**WHEN
FLASHING**



REVISIONS				
REV.	DESCRIPTION	DATE	ECN #	AUTHOR/APPROVED
A	INITIAL RELEASE	5/8/2018	N/A	A.K./J.P.

TAPCO
TRAFFIC & PARKING CONTROL CO., INC.

SE-ENGINEERING SPECIFICATIONS 60042

MATERIAL		INTERPRET GEOMETRIC TOLERANCING PER: ASME Y14.5-2009
FINISH		REFERENCE:

TOLERANCE UNLESS OTHERWISE SPECIFIED	
HOLE ϕ	$\pm .003$
DEC.	INCH
X	$\pm .0030$
XX	$\pm .0015$
XXX	$\pm .0005$
ANGULAR	$\pm .05^\circ$

TITLE:

BEACON, SOLAR 55/48, SOP, DV-SS, AMBER,
12", YH, TC, H POLE X1

DESIGNED BY:	TAPCO		SIZE	DWG. NO.	REV	WEIGHT:
DRAWN BY:	A. KAVANAUGH	5/8/2018	B	600421	A	SCALE: 1:30

PROPRIETARY AND CONFIDENTIAL THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF TAPCO. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF TAPCO IS PROHIBITED.

SHEET 1 OF 1

CITY OF RED BANK

City Hall, 3105 Dayton Blvd, 37415

Telephone (423) 877-1103

www.redbanktn.gov

APPLICATION FOR CITIZEN ADVISORY COMMITTEE

City government depends on its citizens for knowledge and insight. That is why the City of Red Bank urges its citizens to apply to serve as members on city committees (also referred to as committees and commissions). Committee members contribute greatly to the operation of sound, responsive government through their review and recommendations regarding issues that impact the operation of effective and responsive city government. The following questionnaire has been developed to assist the City Commission and the City Manager to assess interests, eligibility and qualifications of those applying for committee appointments. All residents are eligible and applications will remain on file for a year. For information on specific committees and their responsibilities, visit the city website and click on "Committees".

Questions to consider before applying for committee membership:

- *What is my motivation for applying for membership?*
- *Do I fully understand what this committee expects from me?*
- *Am I committed to the purpose, duties and responsibilities of the committee?*
- *Can I afford the demands on my time, resources and energy?*
- *Can I attend meetings regularly, making them a priority for the duration of my appointment?*
- *Am I willing to perform a reasonable amount of work outside of regularly scheduled meetings?*
- *Can I work effectively with members of the committee, city manager, staff and commissioner?*
- *Am I committed to serving even if the going gets rough and controversy arises?*
- *Am I willing to participate in necessary training, education and development activities to improve my effectiveness on the committee?*

APPLICANT INFORMATION

Applicant Name (please print):

Robin Pipkin Parker

Home Address:

[REDACTED]

City: [REDACTED] State: TN Zip: [REDACTED]

Phone: (H) [REDACTED] (C) 661-881-8887 E-mail: [REDACTED]

Occupation: [REDACTED] Retired: ☐ Yes ☒ No

CITY OF RED BANK COMMITTEE APPLICATION

Page 2 of 3

a) For which committee are you applying? Parks & Recreation

b) The committee members are required to attend regular meetings, missing no more than (3) consecutive meetings in a row during any calendar year and also staying current with the issues before the committee. Are you able to meet these requirements? ☒ Yes ☐ No

c) Do you know of any circumstances or conflicts of interest that may cause you to abstain from voting on any action before the committee? ☐ Yes ☒ No If yes, please explain:

d) Do you, your employer, your spouse, children or their employers, do business with the City of Red Bank?

☐ Yes ☒ No If yes, please explain: _____

e) Do you have any employment or contractual relationship with the City of Red Bank that would create a continuing or frequently recurring conflict with regard to your participation on a committee? ☐ Yes ☒ No If yes, please explain:

f) Please explain your reasons for wishing to serve on a particular committee:

Hello! I am a homeowner/occupant in Red Bank and am excited for the future development of our little city. I'm really happy about the Master Plan and think the new citizen advisory committees are a great idea! I'm interested in participating in progress and wish to do so in a formal capacity by serving on the Parks & Recreation committee. I have a degree in Community Development and background working in Urban Planning and understand the impact, both socially and economically, that parks and recreation have on an urban community. As a committee member, my central focus would be not only the walk-to-parks initiative, but also weighing the opportunity cost of any potential development versus the privatization of public space, and maximizing return on development of parks.

CITY OF RED BANK COMMITTEE APPLICATION

Page 3 of 3

g) Please list three (3) references with address and phone #

h) Please provide a personal narrative, including education, experience, previous civic, community or other service involvement that would help the city make an informed decision regarding your committee application.

I possess a B.Sc. in Community Development, which is a field that rests at the crux of Urban Studies, Urban Planning, and activism for change. Practical training included finding and activating existing social networks for participation in local government. I have worked in the field of urban planning many moons ago both in Meridian, MS and Portland, OR as an intern, before pivoting with the global financial collapse to higher ed. I have experience in demographic research, historical archives, zoning codes, historic preservation, green energy integration, construction planning and estimating, design review, and planning/design charrettes. Almost all of my professional experience has been with non-profits or with municipal or federal government roles. Looking forward to seeing how I could apply this to Parks&Rec in Red Bank!

Applicant Statement: *I understand that I am applying to the City of Red Bank to volunteer for a committee appointment; that such application may require an interview prior to consideration for appointment; that if appointed, I will be required to take an oath of office to uphold the United States and Tennessee Constitutions and to support the purpose and responsibilities of the committee; that I will be required to meet the attendance and training requirements for committee membership; and, that failure to do so or any other reason designated by law or City Charter may cause my removal from office. I agree to comply with all requirements of the committee for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.*


Signature

Robin Pipkin Parker

Printed Name

August 15, 2023

Date

Please return completed and signed application to:
Martin Granum, City Manager
CITY OF RED BANK 3105
Dayton Blvd
Red Bank, TN 37415
Telephone: (423) 877-1103
Website: www.redbanktn.gov

CITY OF RED BANK

City Hall, 3105 Dayton Blvd, 37415

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APPLICATION FOR BOARD APPOINTMENT

City government depends on its citizens for knowledge and insight. That is why the City of Red Bank urges its citizens to apply to serve as members on city boards (also referred to as committees and commissions). Board members contribute greatly to the operation of sound, responsive government through their review and recommendations regarding issues that impact the operation of effective and responsive city government. The following questionnaire has been developed to assist the City Commission and the City Manager to assess interests, eligibility and qualifications of those applying for board appointments. All residents are eligible and applications will remain on file for a year. For information on specific boards and their responsibilities, visit the city website and click on "Boards".

- Questions to consider before applying for board membership:
 - *What is my motivation for applying for membership?*
 - *Do I fully understand what this board expects from me?*
 - *Am I committed to the purpose, duties and responsibilities of the board?*
 - *Can I afford the demands on my time, resources and energy?*
 - *Can I attend meetings regularly, making them a priority for the duration of my appointment?*
 - *Am I willing to perform a reasonable amount of work outside of regularly scheduled meetings?*
 - *Can I work effectively with members of the board, city manager, staff and commissioner?*
 - *Am I committed to serving even if the going gets rough and controversy arises?*
 - *Am I willing to participate in necessary training, education and development activities to improve my effectiveness on the board?*

APPLICANT INFORMATION

Applicant Name (please print):

Ben Richards

Home Address:

[REDACTED]

City: [REDACTED] State: [REDACTED] Zip: 3 [REDACTED]

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

Occupation: [REDACTED]

Retired: ☐ Yes ☒ No

a) How long have you been a resident of the City of Red Bank? Years and Months 6 months

b) Are you a registered voter of the City of Red Bank? ☐ **Yes**

c) Are you current with all financial obligations (taxes, permit fees, etc.) owed to the City? ☐ **Yes**

d) For which board are you applying? **The Planning Commission**

e) Have you attended meetings of the board for which you wish to serve? ☐ No

f) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☐ **Yes**

g) The board members are required to attend regular meetings, missing no more than (3) consecutive meetings in a row during any calendar year and also staying current with the issues before the board. Are you able to meet these requirements? ☐ **Yes**

h) Do you know of any circumstances or conflicts of interest that may cause you to abstain from voting on any action before the board? ☐ **No**

i) Do you, your employer, your spouse, children or their employers, do business with the City of Red Bank? **No**

j) Do you have any employment or contractual relationship with the City of Red Bank that would create a continuing or frequently recurring conflict with regard to your participation on a board? ☐ **No**

k) Please explain your reasons for wishing to serve on a particular board:

I am very interested in being involved with the decision making process for our city. I am passionate about Urban planning and believe it can be a tool to make our communities safer for everyone and I would love to be a part of that process.

CITY OF RED BANK BOARD APPLICATION Page 3 of 3

l) What goals and objectives do you wish to achieve on that board?

The 12 acre lot is obviously a point of contention that needs addressing by the board in collaboration with citizen input. I would love to see it activated for community enjoyment as well as economic development if possible. Additionally honoring and preserving the Field is an important issue for me as well as incorporating bike/ped infrastructure for a safer healthier community.

m) Please provide a personal history, including education, experience, previous civic, community or other service involvement that would help the city make an informed decision regarding your board application.

I studied Urban Planning, Sociology, and Entrepreneurship at Calvin University which included coursework in economics, sustainable urban development, and GIS. I have experience volunteering and working at different nonprofit organizations in community development, watershed restoration, and transportation justice. At each I learned how there are systems at work that affect our communities and their health, equality, and safety. I grew up traveling to many countries and states while my father was in the Air Force, through this I gained an appreciation for other cultures and how they approach problems of injustice and urban design. I have been working both personally and professionally to understand planning issues and work towards solutions to make Red Bank a safer, more equitable place.

n) Would you be willing to be considered for appointment to any of the other boards if a position is not available on the board of your first choice? If so, please list other boards for which you would like to be considered in order of interest:

Yes, I would be interested in the Parks Planning commission.

Applicant Statement: *I understand that I am applying to the City of Red Bank to volunteer for a board appointment; that such application may require an interview prior to consideration for appointment; that if appointed, I will be required to take an oath of office to uphold the United States and Tennessee Constitutions and to support the purpose and responsibilities of the board; that I will be required to meet the attendance and training requirements for board membership; and, that failure to do so or any other reason designated by law or City Charter may cause my removal from office. I agree to comply with all requirements of the board for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.*

Signature:  Printed Name: Ben Richards Date: 12/03/2024

Please return completed and signed application to:
Martin Granum, City Manager
CITY OF RED BANK
3105 Dayton Blvd
Red Bank, TN 37415
Telephone: (423) 877-1103
Website: www.redbanktn.gov



City of Red Bank

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David Distefano
Chattanooga Breakfast Rotary Club

12 Nov 2024

Dear David,

Like the past several years, it is our understanding that your nonprofit civic organization is planning to once again serve beer and seasonal alcohol drinks during the Red Bank Christmas Parade, hosted by the City of Red Bank, on Saturday, 14 December 2024 from 1500 to 2000, with the parade itself starting at 1800. It is also our understanding that you will obtain the proper permits to serve beer through the Red Bank Beer Board, and alcohol through the State of Tennessee.

According to the City of Red Bank Special Event Beer Permit, the application fee of \$100 is waived. The Beer Board meets the first and third Tuesday of every month, when a Beer/Special Events Beer Permit is applied for.

Beer will only be served during the day of the event and time frame listed on the application. Applicant will be responsible to enforce a perimeter/boundary strategy, monitor sales/and ensure no sales to minors, and vigilance for intoxicated persons.

If the permit is approved by the Beer Board, an acknowledgement that the permittee will abide by any directive of the Red Bank Police Department personnel is required.

This event, **Red Bank Christmas Parade**, being held at 3817 Redding Road, Chattanooga, TN 37415 is on city owned property. We are allowing the applicant to use city owned property to serve beer during the time frame/date listed on the application.

In Partnership,

Martin Granum
City Manager

Hollie Berry
Mayor

Stefanie Dalton
Vice Mayor

Jamie Harvey-Fairbanks
Commissioner

Pete Phillips
Commissioner

Hayes Wilkinson
Commissioner

Martin Granum
City Manager

SELECTION OF MAYOR AND VICE MAYOR

THE CITY CHARTER PROVIDES THAT AT THE SAME MEETING OF THE BOARD OF COMMISSIONERS THAT TAKES PLACE AFTER AN ELECTION AND WHEN “NEW COMMISSIONERS” ARE SWORN IN, IMMEDIATELY FOLLOWING THAT SWEARING IN OF NEW COMMISSIONERS, THE NEWLY CONSTITUTED BOARD OF COMMISSIONERS SHALL ELECT A MAYOR AND VICE MAYOR FROM AMONG THEIR NUMBER, TO SERVE FOR THE ENSUING TWO (2) YEARS OR UNTIL THEIR SUCCESSORS IN OFFICE ARE SELECTED.

IT IS NOW APPROPRIATE FOR THE NEWLY CONSTITUTED BOARD OF COMMISSIONERS TO SELECT A MAYOR AND A VICE MAYOR.

THE MAYOR WILL BE ELECTED FIRST.

THE PROCEDURE SHALL BE AS FOLLOWS:

(1) THE MEMBERS OF THE BOARD OF COMMISSIONERS SHALL NOMINATE, FROM AMONG THEIR NUMBER, A PERSON OR SLATE OF PERSONS TO BE VOTED ON BY THE OTHER COMMISSIONERS FOR THE OFFICE OF MAYOR.

ANY MEMBER OF THE BOARD OF COMMISSIONERS MAY MAKE A NOMINATION OF ANY OTHER MEMBER OF THE BOARD TO SERVE AS MAYOR. THE FORM OF THE NOMINATION SHOULD BE AS FOLLOWS:

“I NOMINATE _____ AS MAYOR FOR THE CITY OF RED BANK.”

(2) EACH NOMINATION, BEING IN ESSENCE A MOTION, SHALL REQUIRE A SECOND FROM ANOTHER MEMBER OF THE BOARD, OR THE NOMINATION FAILS FOR LACK OF A SECOND.

THERE IS NO LIMIT TO THE NUMBER OF COMMISSIONERS WHO MAY BE NOMINATED BY ANOTHER COMMISSIONER.

(3) IF THERE IS NOT A SECOND OR THIRD PERSON NOMINATED WITHIN A REASONABLE AMOUNT OF TIME, THE APPROPRIATE NEXT STEP IS A “MOTION THAT THE NOMINATIONS CEASE” WHICH WOULD REQUIRE A SECOND AND WOULD THEN AND THEREAFTER BE VOTED ON BY THE FIVE (5) COMMISSIONERS.

IF THE MOTION IS CARRIED, THEN NO FURTHER NOMINATION SHALL BE PUT FORTH.

IF MORE THAN ONE PERSON IS NOMINATED, AND EACH SUCH NOMINATION RECEIVES A SECOND FROM ANOTHER MEMBER OF THE BOARD,

THERE SHALL THEN BE A ROLL CALL VOTE AMONG THE COMMISSIONERS FOR THE PERSON(S) IN THE ORDER IN WHICH THEY ARE NOMINATED.

(4) THEN AND THEREAFTER, THE MODERATOR WILL CALL FOR THE VOTE ON THE NOMINATION OF EACH PERSON IN THE ORDER IN WHICH THE NOMINATIONS WERE MADE.

(5) IF THE FIRST PERSON NOMINATED RECEIVES A MAJORITY OF THE VOTE OF THE FIVE COMMISSIONERS, THEN THAT COMMISSIONER IS ELECTED AND THERE WILL BE NO FOLLOWING VOTE FOR THE SECOND NOMINATED COMMISSIONER.

(6) IF THE FIRST VOTED UPON DOES NOT RECEIVE A VOTE OF THE MAJORITY OF THE FIVE (5) COMMISSIONERS, THE SECOND PERSON NOMINATED SHALL BE VOTED UPON BY THE FIVE (5) COMMISSIONERS AND THE PROCESS SHALL CONTINUE UNTIL A MAYOR IS ELECTED.

(7) THEN AND THEREAFTER, THE MAYOR SHALL BE IMMEDIATELY SWORN IN TO THE OFFICE OF MAYOR BY THE OFFICIAL PRESENT TO CONDUCT THE VARIOUS OATHS OF OFFICE FOR THIS EVENING'S BUSINESS.

(8) THEREAFTER, THE NEWLY ELECTED AND SWORN MAYOR SHALL BE SEATED AS MAYOR, AND SHALL CONDUCT AND MODERATE THE ELECTION OF THE VICE MAYOR FOR THE CITY OF RED BANK FOR THE TWO (2) YEAR TERM AS SPECIFIED IN THE CHARTER. THE FORMAT OF THE ELECTION SHOULD BE THAT AS IMMEDIATELY AND HEREINABOVE REFERENCED AS THE CONVENTION FOLLOWED FOR MULTIPLE CYCLES OF ELECTIONS FOR THE OFFICE OF VICE MAYOR FOR THE CITY OF RED BANK FOR MULTIPLE ELECTION CYCLES OVER THE LAST TWO TO THREE DECADES.