

**Millersville Board of Commissioners
WORK SESSION AGENDA
Monday, June 2, 2025, 6:00 PM
At City Hall**

- 1. Call to Order.**
- 2. Invocation and Pledge of Allegiance.**
- 3. City Department Updates.**
 - A. Administration Update**
 - B. Financial Statement Updates**
 - C. Permits and Codes**
 - Stormwater**
 - Planning and Zoning**
 - Building Inspections**
 - D. Parks Department**
 - E. Library Updates with Amy Corbitt**
 - F. Fire Department**
 - G. Police Department**
 - H. Public Works Department**
- 4. Updates on sidewalk project.**
- 5. Updates on stormwater/sewer project.**
- 6. Updates on Fire Stations**
- 7. Updates on the refurbishment/replacement of the city's signs on HWY 31W.**
- 8. Updates on the state of our trash pickup.**
- 9. Updates on streetlight at Slaters Creek.**
- 10. Discussion on Bethel Rd development, Robertson County Map 125, Parcel 220.00, Joey Miller, Machinery Movers, Owner/Developer.**
- 11. Discussion of Ordinance 25-817 (Zoning Change for 1047 Slaters Creek Road).**
- 12. Discussion of INETCO.**

- 13. Discussion of city website.**
- 14. Discussion of Mobile App for the City, with GoGov.**
- 15. Discussion of the Beer Board Ordinance.**
- 16. Discussion of GNRC Strategic Plan Proposal.**
- 17. Discussion on Prohibited Signs in Current Zoning Ordinance.**
- 18. Discussion on Animal Control and Current City Ordinances.**
- 19. Discussion on revisions to Mobile Home Parks Zoning.**
- 20. Discussion on Revisions to the Development Plan Review Process.**
- 21. Discussion of 2025-26 Annual Budget.**
- 22. Citizens' Comments, Comment Sign-up Sheet Available to Sign Before Meeting**
- 23. City Manager's Comments.**
- 24. Commissioners' Comments**
- 25. Adjournment.**

Item # 3. City Department Updates

A. Administration Update

Item # 3. City Department Updates

B. Financial Statement Updates

Item # 3. City Department Updates

C) Permits and Codes

Stormwater

Planning and Zoning

Building Inspections



Permit Report

5/1/2025 - 5/30/2025

Permit #	Permit Date	Permit Type	Description	Parcel Address	County	Total Fees
17965	5/27/2025	1. Build Permit - New House or Addition	NEW HOME	1432 SLATERS CREEK RD	Sumner	*IN REVIEW
17963	5/27/2025	Mechanical	HVAC	330 Pole Hill Dr	Sumner	\$95.00
17962	5/21/2025	1. Build Permit - New House or Addition	DECK REMODEL	4210 TURNER'S BEND		*IN REVIEW
17961	5/20/2025	1. Build Permit - New House or Addition	Detached Garage		Sumner	*DENIED
17960	5/19/2025	1. Build Permit - New House or Addition	NEW BUILD	1440 BETHEL RIDGE DR	Robertson	\$4,010.59
17959	5/19/2025	1. Build Permit - New House or Addition	NEW BUILD	1405 BETHEL RIDGE DR	Robertson	\$3,427.48
17958	5/19/2025	1. Build Permit - New House or Addition	NEW BUILD	1361 BETHEL RIDGE DR	Robertson	\$3,427.48
17957	5/13/2025	Demolition	Demo of Garage	1204 Cartwright Cir N	Sumner	\$0.00
17956	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	1410 BETHEL RIDGE DR	Robertson	\$4,607.88
17955	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	1297 BETHEL RIDGE DR	Robertson	\$4,289.82

17954	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	4221 WILDFLOWER WAY	Robertson	\$3,407.25
17953	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	4213 WILDFLOWER WAY	Robertson	\$3,422.13
17952	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	4209 WILDFLOWER WAY	Robertson	\$3,422.13
17951	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	4207 WILDFLOWER WAY	Robertson	\$3,422.13
17950	5/6/2025	1. Build Permit - New House or Addition	NEW BUILD	4201 WILDFLOWER WAY	Robertson	\$3,407.25
17949	5/5/2025	Plumbing	PLUMBING-COMMERCIAL	1039 Louisville Hwy	Sumner	\$110.00
17948	5/2/2025	3. Building Permit - Commercial (New or Addition)	Apartment Homes-Townhomes	1228 LOUISVILLE HWY	Sumner	*IN REVIEW
						\$37,049.14

Total Records: 17

5/30/2025



Codes Enforcement Department & Stormwater Department

1246 Louisville Hwy, Millersville, Tennessee 37072
(615) 878-2242 ext 401

DATE: April 2025

TO: Michael Gorham Interim City Manager; Commissioners

FROM: Sarah Left, Planning and Codes Director

SUBJECT: Monthly Report for Commission

Department Updates:

Code Enforcement:

City Court

May update

The defendant in the City Court case did not appear on the May 22nd court date. The Codes Department went out to the property prior to the court appearance, to take updated pictures. The property appeared to be in worse condition. The pictures were shown to the Judge during the court hearing and the Judge agreed the property appeared in worsening condition. The judgement was made that the defendant would pay court fines of \$50, for each day, from April 26th to May 22nd, plus the court cost. The total fine was \$1507.00 owed to the City. Additionally, the court advised if the defendant does not comply with clean up efforts, the issue is to be cited back to court.

June

A property in the Cimmaron Trace neighborhood has a repeated history of not maintaining the entirety of the properties yard. There have been several communications sent from emails to violation letters. This is a rental home so previously the company was cited to City Court earlier this year. The same issue has occurred once more, and the company has been cited back to court on June 26th.

Sumner County Court

May update

- Case is set for second appearance in June, in Sumner Co; case is for condition of property and the resident is a repeat offender

Code Enforcement Cases

- 13 code violation cases open and have upcoming re inspections for compliance
- The department closed 3 additional cases that fixed the violation and are now in compliance
- Have begun working on sign violations such as getting the addresses and photos taken of the non-compliant signs. I have been in contact with some of the owners advising them to take down the signs. The department has been met with some push back so violation letters will be sent out
- Overgrown lots, there are a lot of vacant lots that are overgrown. The department is working on locating the company/owner of the lots and will send violation letters

Stormwater:

- Speedway Stormwater case- SWO remains in place, but the owner is continually working on getting into compliance, estimated for completion in June
- Have 3 open cases for SW pertaining to erosion and runoff
- Will be working with EnviroScience to finalize the Stormwater Ordinance revisions to be adopted in June

Notes: No update on Shane Trucking, pending legislation is still ongoing



Planning & Zoning Department

1246 Louisville Hwy, Millersville, Tennessee 37072
(615) 878-2242

Planning and Zoning Division

DATE: May 2025

TO: Michael Gorham Interim City Manager; Commissioners

FROM: Sarah Left, Planning and Codes Director

SUBJECT: Monthly Report for Commission

Department Updates:

Permits-

Permit revenue totaling \$37,049.14 for May

- Attached Report

City Planner, GNRC-

- Attached Report

City Engineer, Neel Schaffer-

- Requested Report- Waiting for reply

City Building Inspector- Special Inspections LLC-

- Requested Report- Waiting for reply



CITY OF MILLERSVILLE
PLANNING COMMISSION
1246 LOUISVILLE HIGHWAY
MILLERSVILLE, TENNESSEE 37072
Telephone 615-859-0880

Planning Summary
May 2025

Reviews

Planning Commission

Barron Rezoning request (June)
Garcia Rezoning request (June)
Ted Dorris Properties Site Plan (June)
Southern Belle Construction Office Site Plan (June)
1126 Louisville Highway Site Plan (June)
Bethel Ridge Phases 3 and 4 Final Development Plan (June)
Prepare discussion background for Short Term Rentals (June)

Board of Zoning Appeals

Administrative Review

Consultations and Meetings

Overview of development process at City Commission meeting
Initial discussion of Short Term Rentals at City Commission meeting
On site meeting to discuss buffer requirements and site constraints at Poplar Ridge Road

Additional Items

Discussion of possible house of worship on Hwy 31W
Accessory structure on Williamson Road
Discussion of project at 1485 Highway 31W
ADU conversation regarding Flat Ridge Road
Possible subdivision process for 1521 Hwy 31W
Accessory structure discussion regarding Woody Lane
Discussion of property on Jones Road
Discussion of New Hall Road/Hwy 31W property
Discussion of Accessory Dwelling Unit at N. Cartwright Circle
Discussion of Lots of Record – Jones Road property
Discussion of subdivision at N. Cartwright Circle
Discussion of zoning and possible uses for property at 1135 Louisville Hwy
Discussion of plan approval process for possible commercial building on Flat Ridge Road
Discussion of zoning for property near Bethel Road and Cycle Lane
Discussion of Darby Road Property
Discussion of food truck and possible food truck commissary
Discussion of Reynolds Farm Development



NEEL-SCHAFER

MEMORANDUM

To: Lincoln Atwood, Mayor
Dustin Darnall, Vice-Mayor
Jesse Powell, Commissioner
Carla McCain, Commissioner
David Gregory, Commissioner

From: Luke Sullivan, City Engineer
Neel-Schaffer, Inc.

CC: Michael Gorham, Interim City Manager

Date: May 30, 2025

Re: **City Engineer's Report**
City of Millersville, Tennessee

Neel-Schaffer, Inc. ("NSI") is pleased to submit this report on municipal engineering services provided to the City of Millersville, Tennessee (the "City") to date. The following provides a brief description of city engineer activities, development reviews, and stormwater management performed in the last reporting period.

Municipal Engineering Services

- NSI has prepared a draft Work Order #1 to provide city engineer services for the City.

Development Reviews

- NSI has prepared a draft Work Order #2 to provide development reviews for the City's planning and permitting processes.

Poplar Ridge 31W Subdivision

- NSI is preparing a letter of sewer availability for the developer.

Reynolds Farm

- NSI is currently working with developer on design standards and coordination for proposed traffic signal at on State Route 41 (US Route 31W, Louisville Highway) and Slater's Creek Road. Met with developer on May 7, 2025 to discuss options for signal placement and hardware.
- NSI received construction documents related to retaining walls on May 2, 2025 and returned comments to developer on May 10, 2025. NSI is currently working with developer to determine extent of seismic design requirements for retaining walls.

landscape architects

environmental scientists

surveyors

planners

engineers

P: 615.383.8420 | F: 615.383.9984

210 25th Avenue North, Suite 800

Nashville, TN 37203

www.neel-schaffer.com



Bethel Ridge Subdivision, Phases 3/4

- NSI received revised construction plans, stormwater report, and sanitary sewer calculations from developer on May 5, 2025 and returned with no additional comments to developer on May 28, 2025.

Slaters Creek Road Soccer Facility

- NSI received revised conceptual plan and comment responses on March 25, 2025. NSI is currently reviewing conceptual plan and will return comments, if any, to developer.

Ted Dorris Properties Subdivision

- NSI received revised site plan from developer on May 6, 2025 and returned comments to developer on May 25, 2025.
- NSI received revised site plan from developer on May 28, 2025. NSI is currently reviewing revised site plan and will return comments, if any, to developer.

Southern Belle Construction Office

- NSI received site plan and stormwater report from developer on April 21, 2025. NSI is currently reviewing site plan and stormwater report and will return comments, if any, to developer.

Stormwater Management

- NSI has prepared a draft Work Order #3 to provide engineering support for the City's MS4 permit, stormwater management plan, and stormwater utility.

NPDES MS4 Permit Administration

- Ongoing record-keeping activities as needed.

Stormwater Management Program (SWMP) Management

- NSI is coordinating ongoing pre-construction meetings with developers as needed.
- NSI is conducting monthly quality assurance inspections at 10% of active non-priority construction sites and the following active priority construction sites:

PERMIT NO.	PERMITTEE	ADDRESS
TNR246023	Shane Truck & Excavating, Inc.	1149 Highway 31W

Stormwater Utility Support

- Ongoing support activities as needed.



Item. # 3 City Department Updates

D. Parks Department

Revenue By Period - Detail

Start Date: 5/1/2025 12:00 AM

End Date: 5/31/2025 11:59 PM

Payment Methods: CA, CK, CC

User(s)/Cashier(s): - All -

Revenue Totals

	**Gross	**Net	DEBITS					CREDITS					
			Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (NET)	Internal CC	Add Credit	Other	Refunds	Other
PROGRAM REGISTRATIONS													
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MEMBERSHIPS													
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FACILITY RESERVATIONS													
	\$1,425.00	\$1,425.00	\$0.00	\$0.00	\$1,425.00	\$1,425.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(SECURITY DEPOSITS)													
	\$1,965.00	\$1,965.00	\$0.00	\$0.00	\$1,965.00	\$1,965.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POS													
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER PAYMENTS													
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HOUSEHOLD ACCOUNT CREDIT													
	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
	\$3,390.00	\$3,390.00	\$0.00	\$0.00	\$3,390.00	\$3,390.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

SALES TAX COLLECTED

<u>Gross</u>	<u>Net</u>	<u>Cash</u>	<u>Check</u>	<u>CC (Gross)</u>	<u>CC (Net)</u>	<u>ACH (Gross)</u>	<u>ACH (Net)</u>	<u>Internal CC</u>	<u>Acct Credit</u>	<u>Other</u>	<u>Refunds</u>	<u>Other</u>
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End Date: 5/31/2025 11:59 PM

Payment Methods: CA, CK, CC

User(s)/Cashier(s): - All -

[illegible]

POS

[illegible]

Item # 3. City Department Updates

E. Library Updates with Amy Corbitt

Item # 3. City Department Updates

F. Fire Department

Item # 3. City Department Updates

G. Police Department



Millersville Police Department

1246 Louisville Highway, Goodlettsville TN 37072

Phone (615) 859-2758 - Fax (615) 851-1825

ANNOUNCEMENTS:

- We have a few officers who have recently completed specialized training such as First Line Supervisor, Basic DUI, Street Cop Training, At Scene Crash Investigation, and Patrol Response to Homicide Investigations.
- Officer Reginald Carter has been selected as our Public Information Officer for our police department. He has launched the department's new Facebook page and is doing an outstanding job.

INFORMATIONAL:

- We are currently in the process of researching and exploring multiple grant opportunities and potential scholarships to apply for.
- Our officers just completed NARCAN training in which certifies our officers to administer NARCAN and provide overdose prevention services as needed. We are grateful to Ms. Joyce Craig, an Overdose Prevention Specialist, for conducting this training for our department.
- May has been an extremely productive month with our officers displaying exceptional productivity, traffic enforcement, and community engagement.

Day Of Week Call Volume Summary

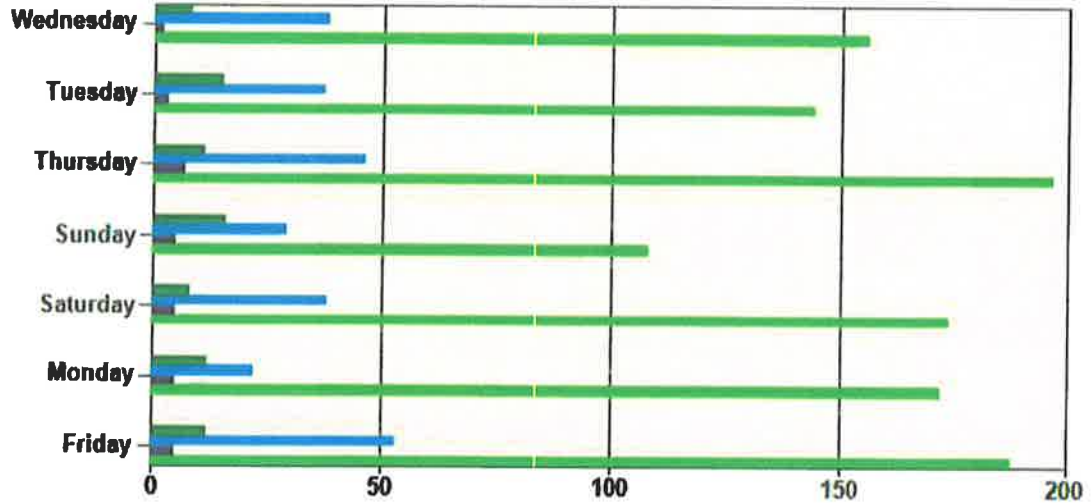
2:58 PM 5/30/2025

Data Source: Data Warehouse

Agency: Law
 Division: MILLERSVILLE PD
 Day Range: Date From 5/1/2025 To 5/30/2025
 Day of Week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday
 Exclusion: None

Select a format ▼ Export

Day Of Week



Count



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

Day of Week	Priority					Total
	1	2	3	4	99	
Sunday	16	29	5	108	0	158
Monday	12	22	5	172	0	211
Tuesday	15	37	3	144	0	199
Wednesday	8	38	2	156	0	204
Thursday	11	46	7	197	0	261
Friday	12	53	5	188	0	258
Saturday	8	38	5	174	0	225
Total	82	263	32	1139	0	1516

Go Back

Close

Problem Type Summary

2:58 PM 5/30/2025

Data Source: Data Warehouse

Agency: Law

Division: MILLERSVILLE PD

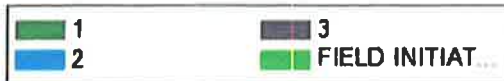
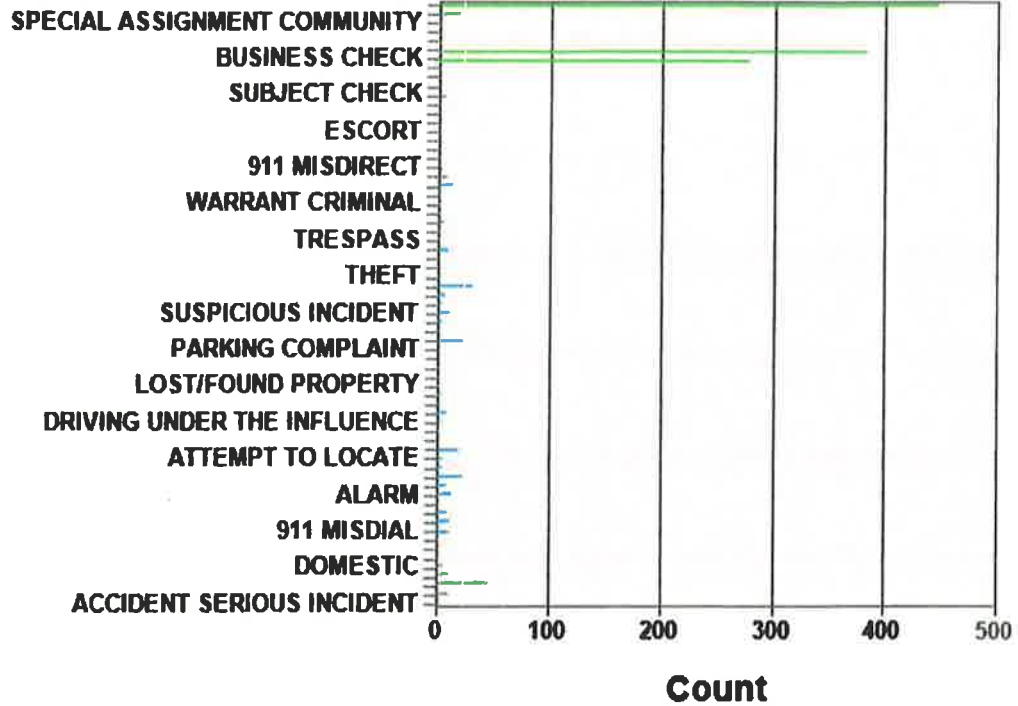
Day Range: Date From 5/1/2025 To 5/30/2025

Exclusion: None

Select a format ▼ Export



Problem Type



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

Problem Type	1	2	3	4	99	Total
911 HANG UP	0	0	8	0	0	8
911 MISDIAL	0	12	0	0	0	12
911 MISDIRECT	0	0	3	0	0	3
911 OPEN LINE	0	11	0	0	0	11
ABANDONED VEHICLE	0	0	1	0	0	1
ABUSE INVESTIGATION	0	0	0	0	0	0
ACCIDENT INJURY	0	0	0	0	0	0
ACCIDENT INJURY HIT/RUN	0	0	0	0	0	0

ACCIDENT PROPERTY	0	10	0	0	0	10
ACCIDENT PROPERTY HIT/RUN	0	1	0	0	0	1
ACCIDENT SERIOUS INCIDENT	3	0	0	0	0	3
ACTIVE SHOOTER	0	0	0	0	0	0
ADMINISTRATIVE INVESTIGATION	0	0	0	0	0	0
AIRCRAFT EMERGENCY	0	0	0	0	0	0
ALARM	0	13	0	0	0	13
ALARM COMMERCIAL HOLD UP	0	0	0	0	0	0
ALARM RESIDENTIAL PANIC	0	0	0	0	0	0
ALARM SCHOOL LOCKDOWN	0	0	0	0	0	0
ALARM TEST	0	0	0	0	0	0
ANIMAL CALL	0	8	0	0	0	8
APARTMENT CHECK	0	0	0	2	0	2
ARMED SUBJECT	0	0	0	0	0	0
ARSON	0	0	0	0	0	0
ASSAULT	0	0	0	0	0	0
ASSIST CITIZEN	0	24	0	0	0	24
ASSIST EMS	12	0	0	0	0	12
ASSIST FIRE	46	0	0	0	0	46
ASSIST OTHER AGENCY	0	6	0	0	0	6
ATTEMPT TO LOCATE	0	6	0	0	0	6
BARRICADED SUBJECT	0	0	0	0	0	0
BLUE TEAM REPORT	0	0	0	0	0	0
BOLO	0	0	1	0	0	1
BOMB THREAT	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0
BUSINESS CHECK	0	0	0	278	0	278
CAR SEAT CHECK	0	0	0	0	0	0
CHECKPOINT	0	0	0	0	0	0
CITY CALL OUT	0	20	0	0	0	20
CIVIL MATTER	0	0	4	0	0	4
CODE 99 - OFFICER NEEDS ASSIST	0	0	0	0	0	0
CODES	0	0	0	0	0	0
DAMAGE TO PROPERTY	0	0	0	0	0	0
DEATH INVESTIGATION	0	1	0	0	0	1
DELIVER MESSAGE	0	1	0	0	0	1
DISORDERLY CONDUCT	0	0	0	0	0	0
DISTURBANCE	11	0	0	0	0	11
DOMESTIC	7	0	0	0	0	7
DRILL	0	0	0	0	0	0
DRIVING UNDER THE INFLUENCE	0	3	0	0	0	3
DRUG INVESTIGATION	0	0	0	0	0	0
ESCORT	0	0	1	0	0	1
EVADING	0	0	0	0	0	0
EXPARTE SERVICE	0	0	0	0	0	0
EXTRA PATROL	0	0	0	384	0	384
FIELD INTERVIEW	0	0	0	0	0	0
FIGHT	0	0	0	0	0	0
FIREARM DENIAL	0	0	0	0	0	0
FIREWORKS	0	0	1	0	0	1
FOLLOW UP	0	8	0	0	0	8
FORGERY	0	0	0	0	0	0
FRAUD	0	0	0	0	0	0
HANGING	0	0	0	0	0	0
HARASSMENT	0	0	0	0	0	0
HOSTAGE SITUATION	0	0	0	0	0	0
HOTEL CHECK	0	0	0	0	0	0
ILLEGAL DUMPING	0	0	0	0	0	0
INDECENT EXPOSURE	0	0	0	0	0	0
INMATE ESCAPE	0	0	0	0	0	0
INMATE TRANSPORT	0	0	0	0	0	0
INVESTIGATION	0	3	0	0	0	3
JUVENILE	0	3	0	0	0	3
JUVENILE TRANSPORT	0	0	0	0	0	0
KIDNAPPING	0	0	0	0	0	0
KNOCK AND TALK	0	0	0	0	0	0

LAKE CHECK	0	0	0	0	0	0
LOCKOUT	0	0	1	0	0	1
LOCKOUT URGENT	0	0	0	0	0	0
LOST/FOUND PROPERTY	0	1	0	0	0	1
LPR HIT	0	0	0	0	0	0
MENTAL TRANSPORT	0	0	0	0	0	0
MISCELLANEOUS/MATTER OF RECORD	0	1	0	0	0	1
MISSING ADULT	0	0	0	0	0	0
MISSING JUVENILE	0	0	0	0	0	0
NOISE COMPLAINT/DISTURBANCE	0	1	0	0	0	1
OPEN DOOR	0	1	0	0	0	1
OVERDOSE	1	0	0	0	0	1
PARK CHECK	0	0	0	0	0	0
PARKING COMPLAINT	0	1	0	0	0	1
PHONE MESSAGE	0	0	0	0	0	0
PRIVATE PROPERTY TOW	0	0	0	0	0	0
PROSTITUTION	0	0	0	0	0	0
PROWLER	1	0	0	0	0	1
PUBLIC INTOXICATION	0	0	0	0	0	0
RADIO COMMUNICATION	0	0	0	0	0	0
RECKLESS DRIVER	0	23	0	0	0	23
REFERRAL	0	0	0	0	0	0
REPOSSESSION	0	0	2	0	0	2
RIOT	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0
RUNAWAY	0	1	0	0	0	1
SCAM	0	0	0	0	0	0
SCHOOL CHECK	0	0	0	1	0	1
SCHOOL ZONE	0	0	0	0	0	0
SEX OFFENDER REG/VIOLATION	0	0	0	0	0	0
SEXUAL ASSAULT	0	0	0	0	0	0
SHOOTING	0	0	0	0	0	0
SHOPLIFTING	0	0	0	0	0	0
SHOTS FIRED OR HEARD	0	0	0	0	0	0
SOLICITOR	0	0	0	0	0	0
SPECIAL ASSIGNMENT	0	0	0	2	0	2
SPECIAL ASSIGNMENT COMMUNITY	0	0	0	4	0	4
STABBING	0	0	0	0	0	0
STALKING	0	0	0	0	0	0
STOLEN VEHICLE	0	4	0	0	0	4
SUBDIVISION CHECK	0	0	0	20	0	20
SUBJECT CHECK	0	0	7	0	0	7
SUICIDAL SUBJECT	1	0	0	0	0	1
SUSPICIOUS INCIDENT	0	12	0	0	0	12
SUSPICIOUS PERSON	0	4	0	0	0	4
SUSPICIOUS VEHICLE	0	7	0	0	0	7
TALK TO OFFICER	0	31	0	0	0	31
TEST CALL	0	0	1	0	0	1
TEST CALL ALL AGENCIES	0	0	0	0	0	0
THEFT	0	4	0	0	0	4
THREATS	0	3	0	0	0	3
TRAFFIC COMPLAINT	0	0	2	0	0	2
TRAFFIC ENFORCEMENT	0	2	0	0	0	2
TRAFFIC HAZARD	0	10	0	0	0	10
TRAFFIC STOP	0	0	0	448	0	448
TRAIN DERAILMENT	0	0	0	0	0	0
TRESPASS	0	1	0	0	0	1
TROUBLE AT HEADQUARTERS	0	0	0	0	0	0
UNAUTHORIZED USE OF VEHICLE	0	0	0	0	0	0
UNKNOWN SITUATION	0	2	0	0	0	2
VANDALISM	0	0	0	0	0	0
VEHICLE BURGLARY	0	0	0	0	0	0
VEHICLE CHECK	0	6	0	0	0	6
VIOLATION CORRECTION VERIFY	0	0	0	0	0	0
VIOLATION ORDER OF PROTECTION	0	0	0	0	0	0
WARRANT CIVIL	0	1	0	0	0	1

WARRANT CRIMINAL	0	2	0	0	0	2
WEATHER RELATED ISSUES	0	1	0	0	0	1
WELFARE CHECK	0	14	0	0	0	14
ZZZGAS DRIVE OFF	0	0	0	0	0	0
Total	82	263	32	1139	0	1516

Go Back

Close

Time of Day Call Volume Summary

3:00 PM 5/30/2025

Data Source: Data Warehouse

Agency: Law

Division: MILLERSVILLE PD

Day Range: Date From 5/1/2025 To 5/30/2025

Time of Day:

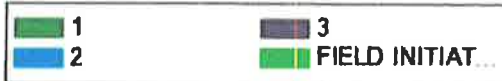
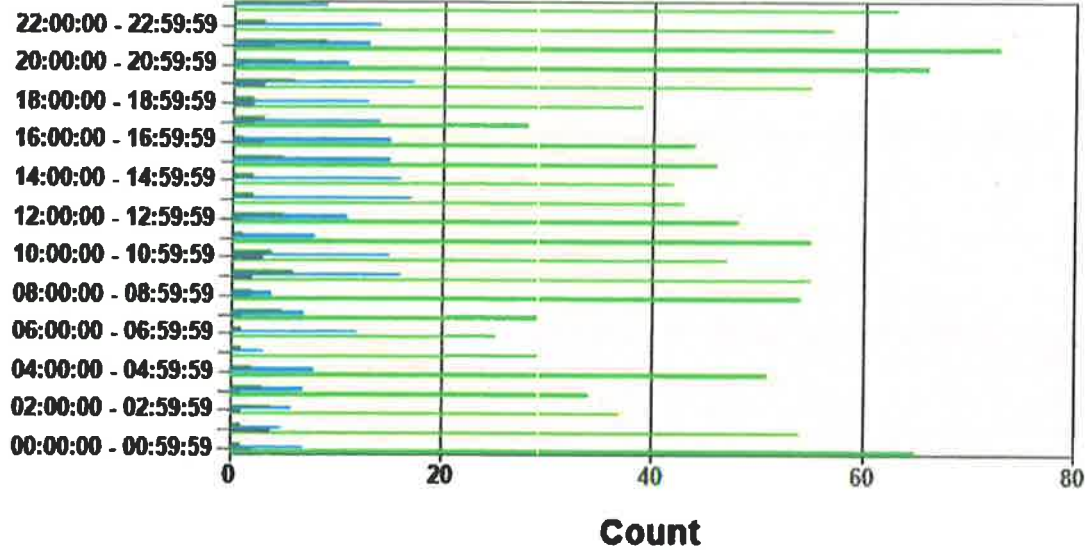
00:00:00 - 00:59:59, 01:00:00 - 01:59:59, 02:00:00 - 02:59:59, 03:00:00 - 03:59:59, 04:00:00 - 04:59:59, 05:00:00 - 05:59:59, 06:00:00 - 06:59:59, 07:00:00 - 07:59:59, 08:00:00 - 08:59:59, 09:00:00 - 09:59:59, 10:00:00 - 10:59:59, 11:00:00 - 11:59:59, 12:00:00 - 12:59:59, 13:00:00 - 13:59:59, 14:00:00 - 14:59:59, 15:00:00 - 15:59:59, 16:00:00 - 16:59:59, 17:00:00 - 17:59:59, 18:00:00 - 18:59:59, 19:00:00 - 19:59:59, 20:00:00 - 20:59:59, 21:00:00 - 21:59:59, 22:00:00 - 22:59:59, 23:00:00 - 23:59:59

Exclusion: None

Select a format ▼ Export



Time Of Day



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

Time Of Day	1	2	3	4	99	Total
00:00:00 - 00:59:59	1	7	2	65	0	75
01:00:00 - 01:59:59	1	5	4	54	0	64
02:00:00 - 02:59:59	4	6	1	37	0	48
03:00:00 - 03:59:59	3	7	1	34	0	45
04:00:00 - 04:59:59	2	8	0	51	0	61
05:00:00 - 05:59:59	1	3	0	29	0	33
06:00:00 - 06:59:59	1	12	0	25	0	38
07:00:00 - 07:59:59	5	7	1	29	0	42
08:00:00 - 08:59:59	2	4	2	54	0	62
09:00:00 - 09:59:59	6	16	2	55	0	79

10:00:00 - 10:59:59	4	15	3	47	0	69
11:00:00 - 11:59:59	1	8	0	55	0	64
12:00:00 - 12:59:59	5	11	1	48	0	65
13:00:00 - 13:59:59	2	17	0	43	0	62
14:00:00 - 14:59:59	2	16	0	42	0	60
15:00:00 - 15:59:59	5	15	0	46	0	66
16:00:00 - 16:59:59	1	15	3	44	0	63
17:00:00 - 17:59:59	3	14	2	28	0	47
18:00:00 - 18:59:59	2	13	2	39	0	56
19:00:00 - 19:59:59	6	17	3	55	0	81
20:00:00 - 20:59:59	6	11	1	66	0	84
21:00:00 - 21:59:59	9	13	4	73	0	99
22:00:00 - 22:59:59	3	14	0	57	0	74
23:00:00 - 23:59:59	7	9	0	63	0	79
Total	82	263	32	1139	0	1516

[Go Back](#)
[Close](#)

Millersville Police Department (TN0830600) - Monthly NIBRS Submissions - 2025

Month	Number of Incidents	Number of Arrests	Number of Recovered Properties	Number of Exceptionally Cleared Incidents	Zero Report
January	8	4	1	0	×
February	5	11	1	0	×
March	15	11	1	1	×
April	23	24	1	2	×

Group A Offenses - YTD Annual Comparisons

Current date: 5/30/2025 3:08:27 PM (Central Daylight Time)

Measures: Number of Crimes

Jurisdiction by Geography: Millersville Police Department

Incident Date	May 2025 YTD	May 2024 YTD	May 2024 YTD - May 2025 YTD Growth %
Offense Type			
All Offense Types	71	66	7.58
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Negligent Vehicular Manslaughter			
Kidnapping/Abduction			
Forcible Rape			
Forcible Sodomy			
Sexual Assault W/Object			
Criminal Sexual Contact			
Incest			
Statutory Rape			
Aggravated Assault	4	3	33.33
Simple Assault	6	10	-40.00
Intimidation	2	1	100.00
Stalking			
Commercial Sex Acts			
Involuntary Servitude			
Arson	1		
Bribery			
Burglary		4	-100.00
Counterfeiting/Forgery		2	-100.00
Destruction/Damage/Vandalism	3	8	-62.50
Embezzlement			
Extortion/Blackmail		1	-100.00
Fraud - False Pretenses		2	-100.00
Fraud - Credit Card/ATM	1	3	-66.67
Fraud - Impersonation	1		
Fraud - Welfare			
Fraud - Wire			
Fraud - Identity Theft			
Fraud - Computer Hacking/Invasion		1	-100.00
Robbery			
Theft - Pocket-picking			
Theft - Purse Snatching			
Theft - Shoplifting			
Theft From Building	3	1	200.00
Theft From Coin Machine			
Theft From Motor Vehicle	4		
Theft of Motor Vehicle Parts			

Group A Offenses - YTD Annual Comparisons

Current date: 5/30/2025 3:08:27 PM (Central Daylight Time)

Measures: Number of Crimes

Jurisdiction by Geography: Millersville Police Department

Incident Date	May 2025 YTD	May 2024 YTD	May 2024 YTD - May 2025 YTD Growth %
Offense Type			
Theft - All Other Larceny	2	3	-33.33
Motor Vehicle Theft	6	1	500.00
Stolen Property Offenses			
Animal Cruelty			
Drug/Narcotic Violations	23	13	76.92
Drug/Narcotic Equipment Violations	13	10	30.00
Gambling - Betting/Wagering			
Gambling - Operating/Promoting			
Gambling - Equipment Violations			
Gambling - Sports Tampering			

Group B Arrests - YTD Annual Comparisons

Current date: 5/30/2025 3:08:48 PM (Central Daylight Time)

Measures: Number of Arrestees

Jurisdiction by Geography: Millersville Police Department

Arrest Date	May 2025 YTD	May 2024 YTD	May 2024 YTD - May 2025 YTD Growth %
Offense Type			
Group B Offenses	29	19	52.63
Bad Checks			
Curfew/Vagrancy			
Disorderly Conduct			
DUI	14	13	7.69
Drunkenness	1	1	0.00
Family-Non Violent	1		
Liquor Law Violations		1	-100.00
Peeping Tom			
Runaway			
Trespass			
90Z: All Other Offenses	13	4	225.00

Item # 3. City Department Updates

H. Public Works Department

Sewer Maintenance & Repair

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal driven task.

This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year, public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities.

Line Marking	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-23	Jan-25	Feb-25	Mar-24	Apr-25	May-25	June-25	YTD-24-25
Tennessee 811	360	20	25	20	24	20	20-Jan	25	20	25	15	20		234

Alarm Response Goal:

Our goal is to reduce the number of responses through an ongoing, proactive maintenance program at the major lift stations. However, there are uncontrollable factors that create an alarm condition; such as high water levels due to large rain events, loss, power outages and/or loss of phase.

Lift Station Location	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Bethel Road				10		4	1							15
Marcie Ann								2						2
Quailwood														
Williamson Road	8													
Denson Lane Odor Control														
Denson Lane Nitra-Nox Gallons	8,760	730	730	730	730	730	730	730	730	730	730	730		8,030
Williamson Road Sul-Fight Gallons														

System Repairs Goal:

The goal is to minimize failures with the major lift stations and the mainline gravity, low and high pressure force mains. We've been training key personnel over the last two (2) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of our lift stations are either at or near their useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced.

The mainline and service line repairs are mitigated in large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Therefore, we have to make repairs and if the line break was due to negligence, I will send the responsible party a repair bill. In some cases, the breaks are due to weather and age.

Repairs	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Major Lift Stations	4	1				1	1							3
Mainline	7			2			1	1			1			5
Service Line	4		1		2					2		2		7

Work Order Maintenance Response Goal:

The primary goal of the wastewater department is to provide fast, efficient and effective service to the City's approximately 2,000 utility customers. Dispatched and managed through our computer based work order system, staff responds to sewer related calls on a 24/7 basis. Our secondary goal is to manage the over 500+ mini-lift stations (grinder pumps) in our system using a proactive, programmatic approach. This is done by periodic scheduled maintenance. Additionally, the system has not been completely changed out from the prior two (2) generations of pumps. Thus, we have a large number of "change-outs" (C/O) as listed below.

Some of these change-outs can also be attributed to customer negligence (throwing foreign materials down the toilet). When abuse is the contributing factor, I will charge the cost of the pumps, panels and service costs to the customer.

Work Orders	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	YTD-24-25
Grinder Tank PM Program														0
2000 to Extreme C/O							2							2
Barnes to E-One							3	3	3	7	4	3		23
Extreme to Extreme C/O						1		1						2
E-one to Barnes	40													
Myers to Myers C/O	62	4		6	4	4	2	5	4	4	5	3		41
Barnes to Barnes C/O	0		3	1										4
Barnes to Myers C/O	1		1											1
Hydromatic to Myers C/O	2													
Discharge Assembly	16	2	3	2	1	1	4	2	2	1	2	2		22
Pumps Purchased	105	30	14		40									14
Total Pumps Replaced	96	4	4	7	4	5	7	9	7	11	9	6		73
Total Pumps On Hand	4	34												34
Low Pressure Service Requests	5		1			1		2						4
Gravity Service Requests	0													1
Inspection for New Service	50	2	6	5		1		3		4	4			25
Final Inspection for New Service	45	2	6	11	3									21
Sewer Service Calls	528	52	50	71	40	35	38	30	44	34	46	39		479
After Hour Sewer Calls	154	7	10	5	9	4	7	6	8	6	9	10		82
Odor Complaints	4		1					2						3

Major Lift Stations Repairs:

Lift Station repairs were as follows:
11/17/23 Williamson Rd. pump
station replaced pump

Staffing: The public works department has 6 full time employees.

PUBLIC WORKS

STREET/FACILITY MAINTENANCE/DRAINAGE (Stormwater)

Total Hours Worked	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Street														0
Sewer														0
Facility Maintenance Total	46													
Community Center / Parks	404													
City Hall	10													
Station 2	4													
Fleet Maintenance	71						6	8	4					19
Meeting/Training	6													
Leave	346	36	24	50	28	40	112	14.5	16	96	40	40		497
Holiday	384	32		32	32	64	64		32		32			288
Overtime	207	14	20	10	18	8	14	10	54	12	18	18		196
Administrative														
Drainage Work (feet)	60		100						473	30	450			1,053
Drainage Complaints	2									1				1
Drainage Man Hours	59		10					6	73.5	10	102			202
Debris Removed Load	20.21		2						28		12			42
Good House Keeping (PW)	31													
Sweeping Man Hours	2													
Codes Abatement	2		1	1										2
Codes Abatement Dollar Amount	\$0.00		1.986	699										2,685
Mowing Hours	214											48		48
Curb Repair														
Shoulder Linear Foot														
Shoulder Hours														
Pothole Hours	173		24				12			10		3		49
R-O-W Hours	126	157	70									5		232
Sign/Repaired	17							4	2	2	2	2		10
Sign Work Hours	12							2	1	2		2		7
Salt Hours	302							65	38					103
Salt Tons	35							30	20					50
Water Disconnect/Reconnect	459	104	120	80	114		112	38	70	120	150	126		1,034
Assist Fire Dept.														
Assist Police Dept.	4													
City Event Banners/ City Sign	6				3					1	1			5

Sign Replacement:

Staff continues to go through the City and replace all of the missing signs. We have a high incidence of sign theft in the City. I had the crews start using anti-theft hardware, but now the vandals

Public Works Special Projects:

The goal is to be reactive to special requests that are made from time to time wither from the City Administrator of other departments.

Road Work Program:

The goal for this program is to maintain the City's right-of ways and drive lanes so they are free from hazards.

1. Curb - repair concrete curbs
2. Shoulder - maintain shoulders with rock
3. Potholes - repair asphalt such as base failures and pothole patching
4. Potholes - man hours associated with potholes/asphalt work
5. Mowing - medians, right-of-ways and City owned properties
6. R-O-W - tree trimming and roadside vegetative management (weed spraying)
7. Signs - repair, replace and/or install signs within the City limits
8. Salt - winter weather road clearing and salting

SANITATION DEPARTMENT

Total Hours Worked	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Sanitation														
Facility Maintenance	0													
Fleet Maintenance	8													
Meeting/Training	0													
Leave	60		48			8	56	43.5		8		32		196
Holiday	168	16		16	16	80	32	32	16		8			216
Overtime	15				29									29
Administrative														
Sweeping Man Hours	22													
R-O-W Hours	30													

Brush and Litter Control Program:

The goal of the brush collection and litter control program is to maintain an efficient collection service for the residents. In the past, residents have not been satisfied with the level of service

Sanitation	FY-23-24	July-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Brush Collection Stops	506	73	43	27	34	19	12	9	2	14	46	55		334
Brush Truck Loads	84	22		7	7	6	4	3	0	6	9	8		72
Bulk Items Stops	432	36	33	21	32	31	33	41	11	13	40	14		305
Bulk Truck Loads	66	8		6	10	5	3	5	2	2	6	5		46
Leaves Pickup Bags														
Brush/Bulk Hours	342	96	80	58			37.5	27	6	11	37	25		378
Litter Pickup Bags	44									25				25
Litter Pickup Hours	26									20				20

Sanitation Collection:

Bulk items and brush

Solid Waste	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Brush Tons	143	37.34	23.92	13.68	13.92	13.89	5.18	4.48	0	9	14	10		145
Brush Disposal Fee	7,480	1658.2	956.8	547	538.8	555.6	207.2	179.2	0	0	0	0		4,643
Bulk Items Ton	88	8.31	9.08	5.47	8.71	5.64	2.28	6.53	1.66	3.2	11.36	7.95		70
Bulk Landfill Fee	\$5,210.00	460	501.6	328.2	437.6	338.4	132.8	369.2	99.6	192	\$801.60	\$477.00		4,139
Tires From Clean up Day	2.94													
Clean Up Day Tons												18.91		\$18.91
Clean Up Day Disposal Fee												1136.4		\$1,136.40

**Item # 11. Discussion of Ordinance 25-817
(Zoning Change for 1047 Slaters Creek Road)**

ORDINANCE 25-817

AN ORDINANCE AMENDING ORDINANCE 20-744 OF THE CITY OF MILLERSVILLE THE CITY OF MILLERSVILLE PLANNING COMMISSION

WHEREAS, the Board of Commissioners of the City of Millersville find it necessary to amend and update Millersville's Ordinance 20-744 pertaining to the city's Planning Commission

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

CHAPTER 62 Section 1

ESTABLISHMENT OF A PLANNING COMMISSION

101. Planning Commission. Pursuant to the provision of TCA § 13-4-101, there is hereby created a municipal Planning Commission for the city of Millersville. The Planning Commission shall be composed of seven (7) members whose duty it shall be to carry out the powers, functions, and duties in accordance with all applicable provisions of this ordinance, Millersville City Ordinance 20-744 (Zoning), and TCA § 13-1-101 et seq.

102. Membership Qualifications. The Planning Commission members must be bona fide residents of the city at the time of appointment and must have been a bona fide resident of the city for a minimum of one year (365 days) prior to the appointment. Each planning commissioner shall, within one (1) year of initial appointment and each calendar year thereafter, attend a minimum of four (4) hours of training and continuing education in one (1) or more of the subjects listed in subsection 106 of this ordinance in order to maintain qualification for membership.

103. Nomination and Appointment. One (1) member of the Planning Commission shall be the mayor or a person designated by the mayor. One (1) member of the Planning Commission shall be a sitting member of the Board of Commissioners. The City Commissioner who is nominated to serve on the Planning Commission must be approved by a majority vote of the sitting Board of Commissioners. All other members of the Planning Commission shall be appointed by the mayor in accordance with TCA § 13-4-101. Any vacancy on the board for any reason shall be filled in the same manner as the original appointment, and the individual so appointed will serve out the unexpired term.

104. Removal of Members. Members of the Planning Commission may be removed for the following reasons:

- a. If a planning commissioner fails to complete the requisite number of hours of training and continuing education within the time allotted or fails to file their statement of training completion
- b. If the planning commissioner has a change in residency out of the city (ie. no longer a bona-fide resident)
- c. If a planning commissioner is convicted of felony while serving on the Planning Commission
- d. If a planning commissioner fails to attend three (3) Planning Commission meetings in a calendar year without prior approval from the Planning Commission Chairperson
- e. If a planning commissioner has a direct or indirect conflict of interest on any property, which is the subject matter of, or affected by a decision of the commission, the member shall be disqualified from participating in the discussion, decision, and proceedings of that property. The burden for revealing any such conflict rests with the individual members of the commission and failure to reveal such conflict shall constitute grounds for immediate removal from the commission

105. Terms of Service. Planning Commission members shall serve for a period of three (3) years following their appointment. The terms of appointed members of the Planning Commission (ie. five (5) seats appointed by the mayor) shall be arranged so that the term of one (1) member will expire each year. Any vacancy on the board for any reason shall be filled in the same manner as the original appointment, and the individual so appointed will serve out the unexpired term.

106. Training Procedures.

- a. Each planning commissioner shall, within one (1) year of initial appointment and each calendar year thereafter, attend a minimum of four (4) hours of training and continuing education. Members of the American Institute of Certified Planners (AICP) are exempt from this training requirement.
- b. Each planning commissioner shall certify by December 31st of each calendar year the completed trainings by providing the training certificate, documentation, or a written statement detailing the training completed to both the City Planner and the City Recorder. Acceptable documentation must include the date of the training program, its subject matter, location, sponsor(s), and the time spent (hourly requirement).
- c. The subjects for the training and continuing education required shall include, but not be limited to, the following: land use planning; zoning; flood plain management; transportation; community facilities; ethics; public utilities; wireless telecommunications facilities; parliamentary procedure; public hearing procedure; land use law; natural resources and agricultural land conservation; economic development; housing; public buildings; land subdivision; and powers and duties of the planning commission. Other topics reasonably related to the duties of planning commission members or professional planners or other administrative officials whose duties include advising the planning commission may be approved by majority vote of the planning commission prior to December 31 of the year for which credit is sought.

- d. The city shall be responsible for paying the training, continuing education, course registration, and travel expenses for the planning commission and administrative official(s) whose duties include advising the planning commission. The Planning Commission must seek approval for all training that requires funding and/or travel from the Board of Commissioners or the City Manager (depending on cost and spending authority) in writing no later than 30 days prior to the training. As such, it is incumbent upon the Planning Commission and its duly elected officers to exhaust all free or complimentary training opportunities to preserve tax-payer funds.

107. Pay. The members of the planning commission shall draw no compensation from the city as part of their duties of serving on the Planning Commission.

108. Organization. The Planning Commission shall elect from its own membership a chairperson, a vice-chairperson, and a secretary. Each shall serve in such capacity for a term of one (1) year or until their successor has been elected for like terms. If a commission officer is removed or resigns from their position as an officer or the board entirely, then the board must elect a new officer from among their membership to fill the vacancy for the unexpired term.

- a. Chairperson: The duties and responsibilities of the chairperson shall be as follows,
 - 1. Preside at all meetings and hearings of the Planning Commission and have the duties normally conferred by the parliamentary usage of such officers
 - 2. Have the privilege of discussing all matters before the Planning Commission and to vote thereon
 - 3. Have the authority to call special meetings when requested
 - 4. Shall sign all documents of the Planning Commission
- b. Vice-Chairperson: The duties and responsibilities of the Vice-Chairperson shall be to execute the duties of either the Chairperson or the Secretary in their absence.
- c. Secretary: The duties and responsibilities of the Secretary shall be as follows,
 - 1. Shall sign all final plats that have been approved by the Planning Commission prior to their recording at the County Registrars Office
- d. City Planner: The duties and responsibilities of the City Planner shall be as follows,
 - 1. Shall keep the minutes and records of the Planning Commission
 - 2. Prepare the agenda for all regular and special meetings with the Chairperson
 - 3. Provide notice of meetings to Planning Commission members
 - 4. Arrange proper legal notice of hearings and/or meetings in accordance with the Tennessee Open Meetings Act through coordination with the City Recorder and City Manager
 - 5. Attend to official correspondence of the Planning Commission

109. Meetings. The board will hold meetings as required to carry out the powers, functions, and duties in accordance with all applicable provisions of this ordinance, Millersville City Ordinance 20-744 (Zoning), and TCA § 13-1-101 et seq. The Chairperson is responsible for calling all regular and special meetings. All meetings should be held at City Hall. Prior coordination must be made with the City Manager to ensure that an appropriate space for the public meeting of the Planning Commission is available and to ensure that the meeting is able to be broadcast live and/or recorded. Minutes for the board meetings shall be kept by the City Planner in the same manner of the city's board of City Commission meetings. Minutes must be validated through the voting process in subsequent meetings. All minutes must be turned over to the City Recorder for documentation purposes after they have been validated. Planning Commission members will follow Robert's Rules of Order or other such modified rules as adopted in the conduct of their meetings and are subject to the Tennessee Open Meetings Act.

- a. **Special Called Meetings:** Special meetings may be called by the City Planner. It shall be the duty of the City Planner to call such a meeting when requested to do so in writing by a majority of the members of the Planning Commission. The notice of such a meeting shall specify the purposes of such a meeting and no other business may be considered except by unanimous consent of the Planning Commission. The City Planner shall notify all members of the Planning Commission in writing not less than five days in advance of such special meetings. The five (5) days notice of special meetings to Planning Commission members may be waived by unanimous consent of the Planning Commission in writing.

110. Quorum. A Quorum of the board shall be defined as a majority of the members appointed to the Planning Commission are present. A quorum shall be present before any formal business is transacted.

111. Voting Procedures. A concurring majority vote of the members of the board appointed once a quorum has been established shall be necessary for any function of granting, revoking, approving, reporting, recommending, or any other action. No action shall be taken by the Planning Commission until after a public hearing and notice thereof. Every formal action of the Planning Commission required by law, charter, rule, or regulation shall be embodied in a formal resolution duly entered in full in the minutes after an affirmative vote.

112. Public Notice and Hearings. Planning commissioners are subject to the Tennessee Open Meetings Act, and as such all findings of fact, statements of material evidence and reasons for its actions as part of each motion or action of the Planning Commission and the keeping of a record of its resolutions, transactions, motions, actions, and determinations shall be public record. All board meetings are open to the public and therefore must comply with the public notification notice. All agenda items that require a public hearing and/or comment by law, regulation, ordinance, charter, or rule shall be recorded by the City Planner in the meeting minutes.

Section 2

CONCLUSION

201. Severability. Each section, subsection, paragraph, sentence and clause of this ordinance is declared to be separable and severable. The invalidity of any section, subsection, paragraph, sentence or clause shall not affect the validity of any other provision of the ordinance.

202. Repealer. All ordinances and parts of ordinances, which are inconsistent with the provisions of this ordinance, are hereby repealed to the extent of such inconsistency.

This ordinance shall become effective after final reading and publication of the caption of this ordinance in a newspaper of general circulation in the town.

Passed this: day of _____, 2025

First Reading: May 20, 2025
Second Reading: _____

Mayor

Attest: _____
City Recorder

Item # 17. Discussion on Prohibited Signs in Current Zoning Ordinance

Sec. 90-191. - Purpose.

The purposes of these sign standards are to:

- (1) Encourage the effective use of signs as a means of communication for businesses, organizations, and individuals in the city.
- (2) Provide a means of wayfinding in the community thereby reducing traffic confusion and congestion and improving pedestrian and traffic flow.
- (3) Maintain and enhance the pleasing look of the city.
- (4) Preserve the city as a community that is attractive to business.
- (5) Differentiate in the restriction of signs that may distract drivers in active traffic and those signs that may provide information to drivers while they remain in their cars by out of active traffic.
- (6) Minimize the possible adverse effects of signs on nearby public and private property while protecting First Amendment free speech rights.
- (7) Implements the City of Millersville Land Use Plan.

(Ord. No. 20-744, 6-1-2020)

Sec. 90-192. - General terms.

- (1) *Applicability.* A sign may be erected, placed, established, painted, created, or maintained on private property in Millersville only in conformance with the standards, procedures, exemptions, and other requirements of this article. This article also applies to signs held or supported by a person.
- (2) *Effect.* The effect of this article is to:
 - A. Establish a permit system to allow a variety of types of signs in commercial and industrial zones and a limited variety of signs in residential zones, subject to the standards and the permit procedures of this article.
 - B. Allow certain signs that are small, unobtrusive, and incidental to the principal use of the respective lots on which they are located, subject to the substantive requirements of this article, but without a requirement for permits.
 - C. Provide for temporary signs in limited circumstances.
 - D. Prohibit all signs not expressly permitted by this article.
 - E. Provide for the enforcement of the provisions of this article.
- (3) *Exempt from sign regulation.* The following signs shall be exempt from regulation under this article:
 - (a)

Any public notice or warning required by a valid and applicable federal, state, or local law, regulation, or ordinance.

- (b) Traffic control signs such as stop, yield, and similar signs, the faces of which meet the Department of Transportation standards and which contain no commercial message of any sort.
 - (c) Any sign not legible from a street (public or private). This includes drive-in and drive-through menu board signs and signs within buildings, including signs at least ten feet back from window.
 - (d) Works of art, not including wall murals, that do not include or are otherwise associated with a commercial message, brand, service, or product. (See section 90-200 for wall mural approval process.)
 - (e) Any sign that is placed upon City of Millersville owned property at the direction of the City of Millersville. No sign shall be placed any closer to the edge of pavement (public or private) than 12 feet or in such a location which blocks visibility of motorists.
 - (f) Any special event signage that is placed on any property within the city that is directly associated with a city sponsored event (city sponsored event shall equate to an event that has a successfully passed resolution from the Millersville City Commission). No sign shall be placed any closer to the edge of pavement (public or private) than 12 feet or in such a location which blocks visibility of motorists.
- (4) *Transitional provisions.*
- (a) *Existing signs.* All signs legally erected prior to the effective date of this article are considered legal by this article and may remain in place and in use, subject to certain restrictions on modification, replacement, and other actions affecting the sign, as set forth in this article.
 - (b) *Existing permits.* All holders of permits for signs issued legally prior to the effective date of this article may erect the signs which are the subject of such permits within the times allowed by such permits, and such signs shall then be treated as though they had been erected prior to the effective date of this article. However, such permits may not be extended or amended unless the sign which is the subject of such permit will conform to all the requirements of this article.
 - (c) *Existing violations.* All violations of the sign regulations repealed by this article shall remain violations of the ordinances of the City of Millersville and all penalties and enforcement remedies set forth hereunder shall be available to the City of Millersville as though the violation were a violation of this article. However, if the effect of this article is to make a sign that was formerly nonconforming become conforming, then enforcement action shall cease except to the extent of collecting penalties (other than removal of the sign) for violations that occurred prior to the effective date of this article.

(5) *Permits required.* See section 90-51 (sign permit).

(6) *Computations.*

- (a) *Computation of sign area of individual signs.* The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including any supporting framework, bracing, or decorative fence or wall when such fence or wall otherwise meets the regulations of the ordinances of the City of Millersville and is clearly incidental to the display itself.
 - (b) *Computation of area of multifaced signs.* Where the sign faces of a double-faced sign are parallel or the interior angle formed by the faces is 60 degrees or less, only one display face shall be measured in computing sign area. If the two faces of a double-faced sign are of unequal area, the area of the sign shall be the area of the larger sign. In all other cases, the areas of all faces of a multifaced sign shall be added together to compute the area of the sign.
 - (c) *Computation of height.* The height of a sign shall be computed as the distance from the base of the sign at a computed grade to the top of the highest attached component of the sign. The computed grade shall be the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zone lot.
- (7) *No variances.* Neither the board of zoning appeals nor any other administrative body shall have the power or authority to vary the express terms of this article, including, but not limited to, sign height or setback, the number of signs, the size of an individual sign, the total area of signs on a property, sign lighting, or other characteristics, or sign placement in relation to other signs.

(Ord. No. 20-744, 6-1-2020)

Sec. 90-193. - Permitted signs, location, and number.

(1) *Signs allowed on private property.*

- (a) *Types of signs permitted.* Signs shall be allowed on private property in the City of Millersville in accordance with, and only in accordance with, Table 18 (permitted signs). If the letter "P" appears for a sign type in a column, such sign is allowed without prior permit approval in the zoning district(s) represented by that column. If the letter "S" appears for a sign type in a column, such sign is allowed only with prior permit approval in the zoning district(s) represented by that column.

(b)

Special conditions. Special conditions shall apply to certain types of signs. Those signs are identified with a paragraph number reference in the right-hand column of Table 18 (permitted signs), which number refers to a paragraph in section 90-193(2) (special conditions). A sign of such type shall be permitted only subject to the requirements of those supplemental regulations.

TABLE 16: PERMITTED SIGNS

[illegible]

Temporary	S ²		S	S	S	S	S	S	<u>90-193(j)</u>
Wall		S ¹	S	S	S	S	S	S	<u>90-193(k) and (l)</u>
Window			S	S	P	P	P	P	<u>90-193(2)(m)</u>
OTHER									
Flags	P	P	P	P	P	P	P	P	<u>90-193(2)(f)</u>
NOTES: ¹ . Permitted for Assisted Living Facility, Bed and Breakfast and Independent Living Uses only. ² . Permitted for Institutional Uses only. ³ . All R includes RR, ER, SR-1, SR-2, WR, and THR.									

(c) *Number, dimensional, and locational limitations.* Although permitted under the previous paragraph, a sign designated by an "S" or a "P" in Table 18 (permitted signs) shall be allowed only if:

1. The size of any individual ground sign does not exceed the size given for individual sign area in Table 17 (number, dimension, and locations of individual signs) or, chapter 90-193(2) (special conditions), whichever is less.
2. The height of any ground sign does not exceed the number given for height in Table 17 or section 90-193(2) (special conditions), whichever is less;
3. Each ground sign shall be set back far enough away from the street to be off the right-of-way. Should Millersville Transportation Plan dictate a greater right-of-way width than exists, said greater right-of-way width shall apply. In no event shall any sign be placed any closer to the edge of the pavement (public or private) than 12 feet or in such a location which blocks visibility of motorists.
4. The number of principal ground signs per zone lot shall not exceed the number one or the number resulting from the number permitted computation in Table 17 (number, dimensions, and locations of individual signs) or as specified in section 90-193(b) (special conditions).
5. The area of wall sign(s) on an individual wall does not exceed the area in square feet listed in Table 17 for building signs or as specified in section 90-193(b) (special conditions), whichever is less.

TABLE 17: NUMBER, DIMENSIONS, AND LOCATION OF INDIVIDUAL SIGNS

SIGN TYPES	All R ⁴	MFR	O	MXC	GC	MXC	HC	I
GROUND SIGNS								
Sign Area (sq. ft.)	9	30	40	40	60 ¹	60 ¹	60 ¹	60 ¹
Height (ft)	4	5	6 ²	5	8 ²	8 ²	8 ²	8 ²
Setback (ft)	See Section 90-193(1)(c)3. (Number, Dimensional and Locational Limitations)							
BUILDING SIGNS								
Number Permitted	1	2	2	2	2	2	2	2
OTHER								
Area (sq. ft.)	2	See Section 90-193(2) (Special conditions)						
NOTES: ¹ . Eighty square feet is allowed for a ground sign advertising three or more tenants on a lot with three or more tenants and at least 1.5 acres in size. ² . Twelve feet is allowed for a ground sign advertising three or more tenants on a lot with three or more tenants and at least 1.5 acres in size. ³ . Must have at least 400 feet of frontage to qualify for a second sign. Signs must be separated by at least two hundred (200) feet, as measured parallel to the street(s). Signs Must be 75 feet from signs on adjacent properties. ⁴ . All R includes RR, ER, SR-1, SR-2, WR, and THR.								



Single Tenant



Multi-Tenant (where eligible)

- (d) *Permitted characteristics.* The characteristics of signs shall conform with the limitations of Table 18 (permitted sign characteristics), and with any additional limitations on characteristics listed in section 90-193(2) (special conditions). "S" in a column indicates that a characteristic is allowed on a wall sign or principal ground sign with a sign permit. Characteristics of other types of signs are limited by the conditions set forth in section 90-193(b) (special conditions).

TABLE 18: PERMITTED SIGN CHARACTERISTICS

SIGN TYPES	ALL R ⁷	MFR	O	NC	GC	MXC	HC	—
Changeable Copy ^{1, 2, 5}	S ³	S ³	S	S ³	S	S	S	S
Illumination, Interior ⁴	S ³	S ²	S		S	S	S	S
Illumination, External ⁶	S ³	S	S	S	S	S	S	S

NOTES:

1.

No more than 50 percent of the area of a principal ground sign may be manual changeable copy.

2.

No more than 80 percent of the area of a principal ground sign may be electronic/digital changeable copy if the following conditions are met:

A. Sign must be at least 150 feet from the nearest existing residence.

B. The message may change no more than one time per 15 minutes.

C. The message transition must be instant and not fade between messages (minimal one sequence change interval).

- D. The illumination of the sign shall not exceed 3.0 foot-candles over ambient lighting conditions, day or night. Measurement shall be as prescribed in the document "Recommended Brightness Levels on On-Premises Electronic Message Centers" published by the International Sign Association. All LED signs shall be equipped with a sensor device that automatically determines the ambient illumination conditions. Maximum illumination from dusk to dawn shall not exceed 500 nits. A malfunctioning sign shall be programmed to shut down.
 - E. The sign is not a nonconforming sign (nonconforming signs are not allowed to convert to electronic/digital changeable copy, unless the sign as an element of its nonconformity already has such electronic/digital changeable copy.
 - F. Shall be of high-resolution quality (10 mm minimum). (Effective August 1, 2020).
3. For institutional uses only. See section 90-193(2)(e).
4. The source of the illumination, i.e. bulbs, neon or fluorescent tubes, LED tubes, strips, etc. shall be enclosed with a translucent surface, such as a plastic face.
5. Changeable copy signs shall not be allowed on building signs, including canopy signs (see section 90-193(2)(n)).
6. Some planned developments limit or prohibit internal illumination of ground signs.
7. All R includes RR, ER, SR-1, SR-2, WR, and THR.
- (2) *Special conditions by sign type.* The following supplemental regulations apply to particular types of signs or to particular signs in particular circumstances. Where appropriate, the tables refer to the conditions set forth in these supplemental regulations by paragraph number within this article.
- (a) *Awning sign.* An awning sign shall not cover more than 30 percent of the awning, nor shall it exceed the size allowed for a wall sign. Awnings shall not have backlighting or internal illumination. Downlighting, i.e., goose-neck lights, is permitted. The size of awning signs in combination with wall signs shall not exceed the total area allowed for wall signs as specified by section 90-193(2)(k) (wall sign, commercial, and industrial).
 - (b) *Building marker.* Building marker signs shall be permitted, subject to the following conditions:
 - 1. Shall not exceed six square feet in area.
 - 2. Shall contain no logo or commercial message.
 - 3. Shall be made of permanent material, such as bronze or masonry, and shall be permanently affixed to or made part of the building.
 - 4. Only one sign allowed per building.
 - (c) *Directory sign.* Directory signs shall be permitted where a particular site includes more than one tenant or occupant, subject to the following conditions:

1. *In shopping centers.* Directory signs in shopping centers may be located near entrances to parking areas, but at least 50 feet from any public right-of-way, and at principal intersections within the center, where such intersections are at least 50 feet from any public right-of-way. Such signs may contain logos or business names with arrows or other directional information.
 2. *At multifamily projects, office buildings, or business parks.* One directory sign may be located near the principal entrance to a parking area for multifamily projects, office buildings, or business parks, as shown on an approved master signage plan. Such sign shall be located away from any public right-of-way, so that drivers can conveniently pull up to and rear the directory without impeding traffic on any driveway or entrance serving the development. Such sign may contain an unlimited number of pieces of information, but letters shall not be more than three inches in height and shall not be legible from any public right-of-way. Such sign may not exceed 16 square feet in area and six feet in height.
- (d) *Incidental signs.* Incidental signs may carry any type of information except a commercial message that is visible from a position off the lot on which the sign is located. Typical incidental signs include restroom, phone, no parking, entrance, exit, and generic directions such as office, atm, or stores. No such sign shall exceed nine square feet in size.
- (e) *Institutional signs.*
1. Residential ground signs in residential zoning districts, an institutional ground sign shall be permitted on the same site as any place of worship, educational facility, hospital, amenity centers, residential clubhouses, or other institution, which is a permitted use in that location, subject to the following:
 - A. Shall not exceed four feet in height plus two feet of additional height for each additional five feet of setback beyond the minimum required setback up to a maximum height of eight feet.
 - B. Shall not exceed 40 square feet in size.
 - C. Up to 50 percent of the surface area on each side of the sign may be a changeable copy sign. Electronic message signs allowed only as per section 90-193(2)(e)1(iv) below.
 - D. May be illuminated by external light only except that internal illumination shall be permitted under the following conditions:
 - (i) The sign must be at least 150 feet from the nearest existing residence.
 - (ii) Lights must be turned off no later than 10:00 p.m. and not turned back on until 7:00 a.m.
 - (iii) All electronic messages shall be displayed as illuminated text against a black or non-illuminated background. Black or dark text against an illuminated or bright background is not permitted. Messages shall be text only and one color only. No

pictures or anything except text.

(iv) The illumination of the sign shall not exceed 0.3 foot-candles over ambient lighting conditions, day or night. Measurement shall be as prescribed in the document "Recommended Brightness Levels for On-Premises Electronic Message Centers" published by the International Sign Association. All LED signs shall be equipped with a sensor device that automatically determines the ambient illumination conditions. Maximum illumination from dusk to dawn shall not exceed 500 nits. A sleep mode shall be included in each sign and shall be programmed to comply with the time limitations of this article. A malfunctioning sign shall be programmed to shut down.

(v) Shall be of high-quality resolution (10 mm minimum).

E. Shall be a monument style sign.

2. *Residential wall signs.* In residential zoning districts, an institutional wall sign shall be permitted on the same size as any place of worship, educational facility, hospital, amenity centers, residential clubhouses, or other institution, which is a permitted use in that location, subject to the following:

A. Shall not exceed 40 square feet in size per wall.

B. May be illuminated.

3. *Nonresidential signs.* In nonresidential zoning districts, an institution may elect to erect the ground sign that would be permitted to a business in the same location, or it may elect to erect the institutional sign permitted under these provisions, but it may not erect or maintain both.

(f) *Flag.* A display of flags shall be subject to the following limitations:

1. There shall be no more than three flagpoles per principal building on any zone lot. The poles shall be installed in concrete at least three feet deep.

2. There shall be no more than two flags per pole.

3. No flag may contain a commercial message except that one of the three allowed flags may contain a commercial message in a nonresidential zone.

4. No flagpole shall exceed 35 feet in height. Flagpoles on buildings shall not extend more than 15 feet above the highest point of the building or roof.

(g) *Permanent principal ground sign.* A principal ground sign shall be permitted subject to the following:

1. Shall not exceed the applicable height specified for a ground sign in that district in table 17 (number, dimension, and location of individual signs).

2.

Shall not exceed in square feet the number given in table 17. A ground sign located on a vacant lot shall not exceed 12 square feet until such time that a building permit is issued for consideration. Following issuance of a building permit, the restrictions in Table 19 shall apply.

3. Setbacks shall conform to section 90-193(1)(c)3.
4. One permanent principal ground sign is permitted for each 200 feet of street frontage per lot with a maximum of two such signs being permitted. Where more than one sign is allowed, there shall be separation between each sign of at least 200 feet. Corner lots and other multi-frontage lots shall be allowed one sign for each of two street frontages even if there is not 400 feet of total frontage, but provided said signs are separated by at least 200 feet, such distance to be measured parallel to the street frontage rather than in a straight line.
5. Permanent principal ground signs shall be separated from principal ground signs on other lots by a distance of at least 75 feet. The planning commission may approve a lesser distance in instances where it is not physically possible or otherwise practical, in the opinion of the planning commission, to provide 75 feet separation.

NOTE: Temporary banners are not permitted as principal ground signs.



- (h) *Projecting signs.* The size of a projecting sign shall not exceed 25 square feet. A projecting sign shall be at least ten feet above any sidewalk, parking lot, driveway, or other vehicular or pedestrian way and shall not exceed 25 feet in height. No projection sign shall extend further from the face of the building wall than six feet. No projection sign shall extend beyond the top of the building wall upon which it is mounted.
- (i) *Suspended signs.* Suspended signs shall be permitted under canopies attached to buildings at entrances to businesses. Suspended signs shall be subject to the following specific conditions:
 1. One suspended sign allowed per entrance, and the sign may have copy on both sides.
 2. Shall not exceed four square feet in face area on one side.
 3. Shall not be illuminated.
 - 4.

Shall be at least ten feet above any sidewalk, parking lot, driveway, or other vehicular or pedestrian way.

NOTE: Temporary banners are not permitted as suspended signs.

(j) *Temporary signs.* The following temporary signs are permitted in addition to whatever permanent signs are permitted:

1. *Temporary wall signs (banners).* One banner or other temporary building sign per business shall be permitted in commercial, office, and industrial zones. Such signs shall not exceed 40 square feet in size and shall be securely attached flat against the wall of the building and shall not be erected on poles or any other means of support other than the wall of the principal building on the property. Such banners or other temporary building signs may remain in place for not more than 60 days per year. This time period may be separated into four periods of no more than 15 days each.
2. *Temporary ground signs.* One temporary ground sign per lot shall be permitted. Such signs shall not exceed nine square feet in size and four feet in height in residential zones and 12 square feet in size and six feet in height in commercial and industrial zones and may remain in place for 45 days per year. This time period may be separated into three periods of no more than 15 days.

Temporary residential signs shall include political preference message signs, election signs, baby announcements, garage sale signs, lost pet signs, and any other message a property owner wishes to display provided the sign contains no commercial message, except during one of the 15-day periods specified in the above paragraph. No permit is required.

In residential zones, a label issued by the office of the zoning administrator shall be affixed to the front of each temporary ground sign bearing a commercial message. This label shall specify the time period during which the sign is allowed to remain and shall also state the address where the sign is to be displayed.

3. *Exceptions.*

A. *Election signs.* Temporary election signs may be displayed on private property to express support of, opposition to, or any other opinion on a political candidate or an election issue. The restriction of not more than one temporary ground sign per lot or parcel per calendar year contained in section 90-193(2)(k)2. is waived for election signs under the following conditions:

- There shall be no more than one sign per candidate or ballot issue for each lot. Corner and double frontage lots shall be allowed to have one sign on each frontage per candidate or issue.

All election signs shall be limited to 61 days extending from 60 days prior to the official election day to one day after the official election day (reference: TN Code 2-7-143 (2017)).

- Candidates which win a primary and remain on the ballot for an additional election shall be allowed to re-erect their signs or leave the signs in place for an additional 61-day period under the above stated terms.
- Shall not regulate the shape or quantity of political campaign posters or signs placed on private property that is located more than 100 feet from a polling place if the signs or posters are placed on the property by the owner or any lawful resident of the property (reference: TN Code 2-7-143 (2017)).

NOTE: This is for reference only and is superseded by permitted local guidelines as allowed in TN Code 2-7-143.

- Election signs shall not exceed 16 square feet in size and four feet in height in residential zones and 32 square feet in size and six feet in height in commercial and industrial zones (reference: TN Code 2-7-143 (2017)).
- May only place signs on property with permission of the property owner or lease holder.
- No sign shall be placed any closer to the edge of the pavement than 12 feet or in such a location which blocks visibility of motorists.

NOTE: Signs displayed in violation of the sign ordinance will immediately be removed by the planning department staff.

Such election signs are allowed in addition to all other permitted signs. A sign permit is not required for election signs.

- B. *Real estate signs.* One temporary sign advertising the sale, auction, rental, or lease of real estate may be displayed on private property which is for sale, auction, rental, or lease. The maximum in residential zones is nine square feet in size and four feet in height. The maximum in commercial and industrial zones is 20 square feet in size and eight feet in height. On corner lots and double frontage lots, one such sign may be displayed on each of the two frontages. For this purpose, frontage includes street, lake, and golf course frontages. These two signs shall be separated by at least 100 feet. These signs may remain for as long as the property is for sale, auction, rental, or lease and shall be removed within three days of closing of the sale, end of the auction or rental of the premises.

To accommodate an open house, an open house sign may also be placed on the property under the same size and setback requirements specified above.

Furthermore, there may be four off-premises open house directional signs not

exceeding one square foot in size or three feet in height. These open house signs shall be allowed on Friday, Saturday, and Sunday only, and removed by 10:00 a.m. Monday. Such off-premises directional sign may not be placed on public property or right-of-way but may be placed on private property with the permission of the owner of that property.

Furthermore, there may be four off-premises auction signs not exceeding nine square feet in size nor four feet in height placed not more than ten days in advance of the auction and removed within three days after the auction. Such signs may not be placed on public property or right-of-way but may be placed on private property with the permission of the owner of that property. No more than one such sign is allowed per lot.

Such signs are allowed in addition to all other permitted signs. A permit is not required.

- C. *Real estate development signs.* As an accessory use to an approved subdivision or site plan, each new subdivision or development (residential, commercial, or industrial) shall be allowed one temporary real estate development sign to advertise lots for sale within the subdivision or to advertise the development of a commercial or industrial lot.

Such sign shall carry no other commercial message whatsoever and shall not exceed 32 square feet in size or ten feet in height and shall be placed at least 30 feet from the edge of any street, public or private. For a residential site, the sign shall be removed when 90 percent of the lots are built upon, but not later than five years unless an extension is granted by the planning commission. For a commercial site, the development sign must be removed once the permanent sign is installed, not to exceed two years, or prior to issuance of permanent use and occupancy.

No additional real estate signs are allowed on a lot with a real estate development sign. A permit is required for real estate development signs.

- (k) *Permanent wall sign, commercial, and industrial.* Wall signs in commercial and industrial districts shall be allowed, subject to the following limitations:
1. A wall sign may be installed or painted only on a building wall of a principal building, as defined in this article and may be on any side of the building;
 2. The total amount of signage per wall of building shall not exceed one square feet per linear foot of length of the wall to which the sign is to be attached plus a setback bonus of one square foot for each additional foot of building setback beyond the required setback

with a maximum of two square feet per linear foot of building frontage. Where a building has more than one occupant or tenant, a percentage of the setback bonus shall be allocated corresponding to the tenant's building square footage percentage. Any departure from this formula must be explicitly stated in the master signage plan. In no event shall the allocated setback bonus exceed 100 percent feet of the total amount of signage allowed for the entire building.

3. Where a wall of a building in a commercial or industrial district faces and is within 100 feet of a residential district, the size and lighting limitations applicable to institutional uses in that zoning district shall apply to the sign(s) on that wall only.

NOTE: Temporary banners are not permitted as permanent wall signs.

(l) *Wall sign, residential.*

1. *Single-family dwellings.* Single-family residential units (either attached or detached) in zoning districts or portions of planned developments designated for single-family use shall be permitted one wall sign meeting the following criteria:
 - A. The sign shall not exceed two square feet in area.
 - B. The sign shall not be illuminated.
2. *Multifamily dwellings.* Multifamily residential uses located in residential zoning districts, including portions of planned developments designated for residential use, shall be permitted one wall sign per public entrance, for which wall sign shall be subject to the following:
 - A. No such sign shall exceed six square feet in area.
 - B. Each sign may be illuminated only by direct, external illumination.
 - C. The sign shall not contain any commercial message other than information about leasing units in the project on the site. Nonresidential uses in MFR, OT-R, and MXR zones shall be permitted one square foot of wall sign for each linear foot of length of wall to which the sign is to be attached.

- (m) *Window sign.* Window signs are permitted on the first floor of buildings provided that they cover no more than 20 percent of the gross glass area on any one side of the building or five percent in O and NC districts. Window signs shall not be illuminated except that each business establishment shall be permitted one illuminated window sign not exceeding two square feet in size. The form of illumination may include exposed neon and LED lighting.



- (n) *Canopy sign.* Signage and/or company logos may be placed upon canopies but shall be limited to cover no more than the lesser of 40 square feet or 20 percent of the total side of the canopy area. Signage and/or logos may be placed on each side of the canopy.

(Ord. No. 20-744, 6-1-2020)

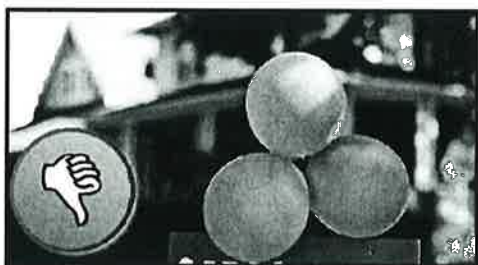
Sec. 90-194. - Prohibited signs.

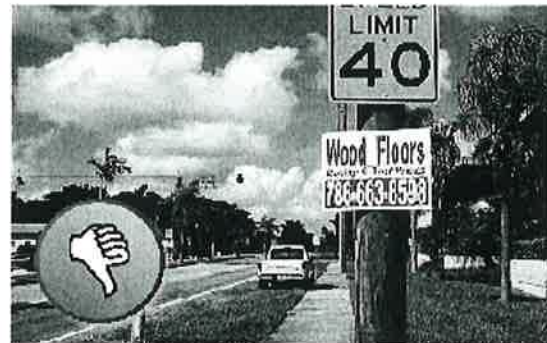
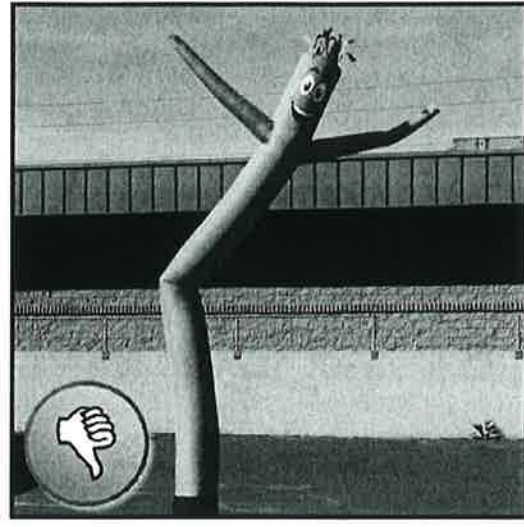
All signs not expressly permitted under this article or exempt from regulation hereunder in accordance with the previous articles are prohibited. Such signs include, but are not limited to:

- (1) Abandoned or obsolete signs. Such signs and all frames, supporting structure, posts, and appurtenances shall be removed by the owner of the property, his agent, or person having beneficial use of the premises upon which said sign is located.
- (2) Animated (including video signs).
- (3) Beacons.
 - (a) Blade banners, feather flags, swooper flags, teardrop flags, and similar devices.
- (4) Flashing signs, including flashing signs inside the window if visible from the street (public or private).
- (5) Inflatable signs including inflated characters, lighter-than-air devices, and other balloon type devices.
- (6) Obscene signs.
- (7) Other attention-attracting devices except to the extent that they conform fully to the dimensional, design, lighting, and other standards applicable to a sign in the same location.
- (8) Pennants.
- (9) Roof signs.
- (10) Signs which constitute a traffic hazard described as follows: No signs shall be erected and there shall be no lighting of signs or premises in such a manner or in such location as to obstruct the view of or be confused with any authorized traffic signal, notice, or control device, or with lights on any emergency vehicle, or to create hazards, or distractions to drivers because of direct or reflected natural or artificial light, flashing, intermittent or flickering

lighting, real or apparent movement. Any such signs or light sources shall be removed at the direction of the public works department. If not removed by owners or occupants of the property within ten days of notice, the planning department shall otherwise remove the signs and the cost of the removal shall become lien against the property until satisfied.

- (11) Signs on natural features such as trees, vegetation, and rocks.
- (12) Signs in the public right-of-way except as follows:
 - (a) Public signs erected by or on behalf of a government body to post legal notices, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic.
 - (b) Bus stop signs erected by a public transit company.
 - (c) Informational signs of a public utility regarding its poles, lines, pipes, or other facilities.
 - (d) Signs appurtenant to a use of public property permitted under a franchise or lease agreement with the City of Millersville.
 - (e) Emergency warning signs erected by a governmental agency, a public utility company or a contractor doing authorized or permitted work within the public right-of-way.
- (13) Signs on utility poles, fences, and benches.
- (14) Streamers.
- (15) Strings of lights (with exception of high-quality lighting for approved outdoor seating for restaurants).
- (16) Vehicle signs.





(Ord. No. 20-744, 6-1-2020)

Sec. 90-195. - Master signage plan.

No permit shall be issued for a principal ground sign or wall sign for a new multi-tenant commercial building unless and until a master signage plan for the zone lot on which the sign will be erected has been submitted to and approved by the planning department as conforming with this article.

- (a) The owners shall submit to the planning department a master signage plan containing the following:
 1. An accurate plot plan of the zone lot, at such scale as the Planning Department may reasonably require.
 2. Location of buildings, parking lots, driveways, and landscaped areas on such zone lot.
 3. Computation of the maximum area for signs, the height of signs, and the number of principal ground signs allowed on the zone lot(s) included in the plan under this article, with such computations following the applicable formula set forth in Table 15 of this article.
 - 4.

An accurate indication on the plot plan of the proposed location of each present and future permanent sign of any type, whether requiring a permit or not, except that incidental signs need not be shown.

5. Detailed drawings and color renderings of the proposed signage showing dimensions and design sufficient to determine compliance with the requirements of this article, including the design standards contained in section 90-196 (design standards).
 6. The master signage plan shall be signed by all owners or their authorized agents in such form as the planning department may require.
- (b) Any sign design guide and/or master signage plan submitted and approved with any planned development or site plan for the proposed development may be accepted as the master signage plan required by this article if said plan is determined by the planning department as being sufficient to conform to the intent of this article.
 - (c) The master signage plan requirement may be waived by the planning department for buildings containing three or fewer tenants or when it is determined that the master sign plans will not serve its intended purpose.
 - (d) A master signage plan may be amended by filing a new master signage plan that conforms with all requirements of this article.
 - (e) After approval of a master signage plan, no sign shall be erected, placed, painted, or maintained, except in accordance with such plan, and such plan may be enforced in the same way as any provision of this article. In case of any conflict between a provision of a master signage plan and one or more provisions of the City of Millersville Ordinances, the City of Millersville Ordinances shall control.

(Ord. No. 20-744, 6-1-2020)

Sec. 90-198. - Nonconforming signs.

It is the policy of the City of Millersville to encourage and, to the maximum extent practical, require that all signs within the city be brought into compliance with the requirements of this article.

Subject to the exceptions hereinafter set forth, any nonconforming signs may be continued in operation and maintenance after the effective date of this article, provided that nonconforming signs shall not be:

- (1) Changed to or replaced with another nonconforming sign except changing the sign face or panel. Also, the copy of nonconforming changeable copy signs may be changed.
- (2) Structurally altered so as to extend their useful life.
- (3) Expanded.
- (4) Relocated.
- (5) Re-established after damage of more than 50 percent of the value at the time of such damage or destruction.

(6) Modified in any way that would increase the degree of nonconformity of such sign.

Nothing in this article shall prevent the strengthening or restoring to a safe condition of any portion of a sign or structure declared unsafe by the building inspector. Such signs may be improved only to the extent that such improvement does not exceed 50 percent of the current market value of the existing sign structure.

Nonconforming signs shall be brought into compliance with this article if at any time such signs are altered, repaired, restored, or rebuilt, such that the cost of alteration or repair, including changes in the face, exceeds 50 percent of the replacement cost of the sign at the time of application for a permit for such alteration or repair, unless the alteration or repair is caused by involuntary damage or casualty or is desired by the owner of the business existing on the effective date of this article, in which case the 50 percent threshold will not apply and the signs may be altered or repaired to any extent. The same nonconforming sign will continue to be nonconforming if the activity type remains the same when a business changes ownership and the 50 percent threshold is not exceeded. Example: McDonalds to Burger King, food service to food service. For purposes of this subsection, all permits within any six consecutive calendar months shall be aggregated for purposes of measuring the 50 percent threshold herein.

However, it is important to note that a single tenant sign that is on a single tenant parcel must be brought into compliance with the sign ordinance if the business activity type changes. Example: McDonalds to The Shoe Store, food service to retail.

(Ord. No. 20-744, 6-1-2020)

Item # 18. Discussion on Animal Control and Current City Ordinances

Sec. 14-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

At large means a pet off of the premises of the owner and not on a leash.

License means a pet or its owner possessing the tag and a valid certificate of vaccination.

Officer means employees of any animal control agency, of any governmental entity, such as Sumner County Animal Control Department, any employee of the city, and/or any person employed by any governmental entity for the purpose of enforcing laws.

Owner means any person, firm, association or corporation having a right of property in any pet, or who keeps or harbors a pet, or who has a pet in his care, or acts as its custodian, or who permits a pet to remain on or about any premises.

Pets means animals and caged animals. Animals shall include dogs, cats, horses, pigs, cows, goats, sheep, chickens, turkeys, guinea fowl, peafowl. Caged animals shall include birds, snakes, guinea pigs, rats, lizards, hermit crabs, hamsters, ferrets, rabbits, squirrels and spiders.

Vaccination means the process whereby an animal is immunized against rabies using a vaccine and a technique approved by the state board of veterinary medical examiners.

(Ord. No. 96-299, § 1, 6-10-1997; Ord. No. 00-357, 8-15-2000)

Cross reference— Definitions generally, § 1-2.

Sec. 14-2. - Vaccination of dogs and cats against rabies; certificate.

It shall be unlawful for any owner or person to keep, harbor, or permit to remain in the city, any cat over six months of age or any dog over three months of age, which has not been vaccinated against rabies, as required by T.C.A. §§ 68-8-101—68-8-114. The certificate evidencing vaccination shall be issued by a licensed veterinarian, and the certificate shall be kept by the person who owns, keeps, or harbors the pet. The certificate shall be subject to inspection by any officer authorized to administer or enforce this chapter. Dogs and cats shall wear proof of vaccination at all times.

(Ord. No. 96-299, § 2, 6-10-1997)

Sec. 14-3. - Pets running at large.

(a) It shall be unlawful for any owner or person harboring a pet to allow the animal to run at large.

(b)

Any pet found running at large may be seized and impounded by any person or officer. A pet is considered to be running at large when the pet is off of the premises of the owner and not on a leash.

- (c) Any police officer or rabies control officer may go upon the owner's property to impound an animal which has been off the owner's property.

(Ord. No. 96-299, § 3, 6-10-1997)

Sec. 14-4. - Impoundment.

If the owner of an impounded animal can be ascertained from tags or identification carried by the animal the owner shall be notified by a telephone call to the owner's last known address.

(Ord. No. 96-299, § 4, 6-10-1997)

Sec. 14-5. - Redemption of pets by owner.

Any impounded vaccinated pet not suspected of carrying rabies or not so vicious as to be a danger to the community shall be released to the owner upon payment of an impoundment fee and a boarding fee established by the governmental entity operating the pound, but the impoundment fee shall not be less than \$50.00 and the boarding fee shall not be less than \$10.00 per day. Unvaccinated pets may be vaccinated in the pound at the expense of the owner. Impoundment fees and boarding fees shall be considered service fees and not fines and do not relieve the owner from the penalties provided in this chapter. Impoundment and boarding fees shall be utilized for animal control.

(Ord. No. 96-299, § 5, 6-10-1997)

Sec. 14-6. - Disposition of unclaimed pets.

It shall be the duty of the impounding officer and the operator of the pound to keep all unclaimed animals for three days following the telephone notification to the owner or if notice is mailed. At the expiration of the holding period animals shall be disposed of as follows:

- (1) As the city judge may direct.
- (2) Individuals may purchase unclaimed pets at a price to be set by the rabies control office. Prior to the release of any purchased pet the pet must be vaccinated at the expense of the purchaser by a licensed veterinarian.
- (3) Unclaimed and unpurchased animals shall be destroyed in a humane manner.

(Ord. No. 96-299, § 6, 6-10-1997)

Sec. 14-7. - Animals suspected of having rabies; confined or isolated.

If any animal has bitten any person, or is suspected of having bitten any person, or is for any reason suspected of being infected with rabies, any officer may cause the animal to be confined or isolated for such time as it is deemed necessary by a licensed veterinarian, to protect the safety of the people and of property. Confinement or isolation shall be at a place designated by the rabies control office or the Sumner County Health Department.

(Ord. No. 96-299, § 7, 6-10-1997)

State Law reference— Similar provisions, T.C.A. § 68-8-111.

Sec. 14-8. - Confinement of female pets in season.

Every owner of a female pet shall confine his pet in a weathertight structure during the time the pet is in season or "heat."

(Ord. No. 96-299, § 8, 6-10-1997)

Sec. 14-9. - Authority to enforce chapter provisions.

- (a) All officers shall have the right to impound any animal found in violation of this chapter and to issue complaints requiring the owner to appear in court. An officer may go upon the owner's property to impound an animal which has been off the owner's premises.
- (b) Only police officers or rabies control officers shall issue citations for violations committed in their presence or upon a complaint made by a private citizen.
- (c) Any individual may impound any animal found in his property in violation of this chapter. Such animals shall be turned over to an officer as soon as practical.

(Ord. No. 96-299, § 9, 6-10-1997)

Sec. 14-10. - Interfering with police officers or public works department officials.

It shall be unlawful to interfere for any reason with any police officer or public works department officials enforcing this chapter.

(Ord. No. 96-299, § 10, 6-10-1997)

Sec. 14-11. - Vicious pets to be securely restrained.

It shall be unlawful for any person to own or keep any pet known to be vicious or dangerous unless such pet is so restrained as to protect other animals and persons and property.

(Ord. No. 96-299, § 12, 6-10-1997)

Sec. 14-12. - Complaints.

- (a) Any officer may issue a complaint to any person believed to have violated this chapter requiring the person to appear in city court and show cause why a citation should not be issued and a fine imposed for violation of this chapter.
- (b) A complaint may be issued regardless of whether an animal has been impounded.
- (c) A person receiving a complaint to appear may admit guilt in writing and pay a fine of \$25.00 on the first offense or \$50.00 for a second offense without appearing in court.
- (d) After the owner of an animal has been cited to court and been heard from regarding repeated violations of this chapter, the city judge may order the owner's animal to be impounded permanently and disposed of in the same manner the Sumner County Animal Control Department disposes of unclaimed animals.

(Ord. No. 96-299, § 13, 6-10-1997)

Sec. 14-13. - Noisy pets.

No person shall own, keep or harbor any pet which, by loud and frequent barking, whining or howling, annoys, or disturbs the peace and quiet of any neighborhood.

(Ord. No. 96-299, § 14, 6-10-1997)

Sec. 14-14. - Humane care.

All owners of animals shall provide a clean and sanitary place for animals to live and shall provide adequate shelter and food to maintain the health and comfort of the animal. Animals shall not be crowded together so as to create an odor or endanger their health.

(Ord. No. 96-299, § 15, 6-10-1997)

Sec. 14-15. - Penalties for violation of chapter.

All persons found in violation of any of the provisions of this chapter shall be subject to a fine of not more than \$50.00.

(Ord. No. 96-299, § 11, 6-10-1997)