

City of Millersville
Board of Commissioners
1246 Louisville Hwy, Millersville TN 37072

CITY COMMISSION MEETING AGENDA
Tuesday, February 17, 2026, 6:00 PM

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Citizens' Comments - A sign-up sheet is provided to be signed before the meeting
4. Approval of Minutes from the January 20th, 2026, Regular Commission Meeting
5. Approval of Financial Report for January 2026
6. Discussion and Consideration of Ordinance 26-837 (Mobile Home Parks) – First Reading
7. Public Hearing for Ordinance 26-838 (Jake Brakes)
8. Discussion and Consideration of Ordinance 26-838 (Jake Brakes) – Second Reading
9. Discussion and Consideration of Ordinance 26-839, an Ordinance to amend Ordinance 25-817 Providing Compensation for the Planning Commission
10. Discussion and Consideration of Ordinance 26-840 a Zoning Ordinance Amendment to Reflect the Changes That Ordinance 25-836 Made to the BZA (changing size of board from 7 to 5 members)
11. Discussion and Consideration of Request for Library Funding Support for FY 2025-2026
12. City Manager's Comments
13. Commissioners' Comments
14. Adjournment

City of Millersville
Board of Commissioners
1246 Louisville Highway, Millersville, TN 37072
Regular Commission Meeting Minutes
Date: Tuesday, January 20, 2026
Time: 6:00 PM
Location: Millersville City Hall

The Regular Commission Meeting of the Millersville, TN Board of Commissioners was held on January 20, 2026, at 6:00 PM at City Hall. Those attending were Mayor Lincoln Atwood; Vice Mayor Dustin Darnall; Commissioner Jesse Powell; Commissioner Carla McCain; Commissioner David Gregory; City Manager Mike Housewright; City Attorney Rob Wheeler; and City Recorder, Judy Florendo. A quorum was present.

1. Call to Order

Mayor Lincoln Atwood called the Regular Commission Meeting to order at 6:00 PM.

2. Invocation and Pledge of Allegiance

Commissioner David Gregory offered the invocation.

Following the invocation, **Mayor Atwood** led those present in the Pledge of Allegiance.

3. Citizens' Comments

A sign-up sheet was provided for citizens wishing to address the Board.

Megan Powell, 1098 Langbrae Drive, addressed the Board and TDOT regarding the Interstate 65 expansion project:

- Stated that her neighborhood consists primarily of 5-acre lots, many of which have been in place for 30+ years.
- Expressed concern that, despite long-term residency, the neighborhood does not meet the criteria for sound walls because it is not a 900-house development.
- Noted existing noise levels, including:
 - Constant sound of highway traffic, to the point that residents must pause conversations outside when large trucks pass.
 - Significant noise from truck **jake brakes**.
- Emphasized that the community will be heavily impacted by the expansion and requested **sound walls** to protect long-standing residential areas.
- Referred to prior discussions and communications with TDOT and requested clarity and follow-through on noise mitigation commitments.

Marcia O'Neill, 1097 Langbrae Drive, addressed the Board and TDOT about hazardous fumes from a tanker spill on I-65 that caused an entire neighborhood to evacuate. Has been a resident for 38 years.

- Sound is also an issue.
- Trucks coming down off the ridge are in danger of losing control because of the wind shear.
- Would appreciate consideration for a sound barrier and/or planting of trees.

4. Employee Recognition by Mayor Atwood

Mayor Atwood recognized **Jerry Schrader** for 30 years of faithful service as public works director for the City of Millersville. Mr. Schrader retired on January 8, 2026.

Mayor Atwood:

This is a real pleasure to get to do tonight, and I would like to invite Mr. Jerry Schrader, our Director of Public Works, up here. If you've been around Millersville for any length of time, you've probably seen Jerry around a time or two. Jerry's been with the city now for 30 years, over 30 now, and he has been a very faithful servant to the city, to the residents, to the businesses, to all of us, and Jerry, we would really like to thank you for your 30 years of service to all of us. And we would like to present you with this plaque for 30 years of service. It says, "Presented to Jerry Schrader in recognition of 30 years of faithful service as public works director for the city of Millersville, Tennessee," dated January 8, 2026. Jerry, it is my pleasure to say thank you, and we really appreciate you. Thank you, Jerry.

The Board and staff expressed appreciation for his long-time service and dedication.

5. Approval of Minutes for December 16, 2025, Regular Commission Meeting

Mayor Atwood requested approval of the minutes for the **December 16, 2025 Regular Commission Meeting**.

- **Motion:** **Commissioner McCain** moved to approve the minutes as presented.
- **Second:** **Commissioner Gregory** seconded the motion.

During discussion, **Vice Mayor Darnall** requested a minor correction:

- One figure in the financial section needed to be corrected from approximately "\$700.00" to "\$700,000."

With that correction noted:

- **Vote:** Motion passed unanimously.

6. Approval of the Financial Report for December 2025

Mayor Atwood called for approval of the **December 2025 Financial Report**.

- **Motion:** **Vice Mayor Darnall** moved to approve the financial report for December 2025.
- **Second:** **Commissioner McCain** seconded the motion.

City Manager Housewright summarized highlights (as of December 31, 2025):

-  General Fund
 - Revenues: \$1,473,458.43
 - Expenditures: \$1,064,835.27
 - Balance: \$991,325.97
-  Sewer Fund
 - Revenues: \$933,842.08
 - Expenditures: \$361,314.53
 - Balance: \$3,213,896.66
-  Solid Waste Fund
 - Revenues: \$295,551.80
 - Expenditures: \$310,910.09
 - Balance: \$74,758.76
-  Street Fund
 - Revenues: \$60,070.76
 - Expenditures: \$62,286.58
 - Balance: \$1,042,020.39
-  Stormwater Fund
 - Revenues: \$91,124.72
 - Expenditures: \$143,365.68
 - Balance: \$381,554.71
-  Reserve Fund
 - Balance: \$533,109.26

- General fund revenues and expenditures year-to-date;
- Balances of the general fund, special funds, and other accounts;
- Noted that revenues and expenditures were in line with expectations, with no significant anomalies reported.
- **Vote: Motion passed unanimously.**

7. Discussion with TDOT Regarding I-65 Expansion Project

Mayor Atwood introduced the item and welcomed TDOT representatives to discuss the **Interstate 65 Expansion Project** and its impact on the City of Millersville, including noise mitigation (sound walls), right-of-way, and construction phasing.

7.1 Presentation by Erin Ziegler

- Project I-65 widening from Rivergate Parkway to US-31 West
 - Add one additional lane in each direction
 - Bridge replacements on I-65 over UD-31W, Long Hollow Pike, East Cedar Street, Mansker Creek
 - Diverging Diamond interchange (DDI) planned on UD-31W beneath the interstate
 - Lighting upgrades and SmartWay system improvements (real-time traffic cameras, alerts, etc.)
- Traffic and public outreach
 - Traffic shifts: interior lanes in early stages to allow exterior lane work (blasting later)
 - Public communications ahead of blasting or shifts; advisories issued to media & public
 - QR code and project website for updates, social media channels also used
 - Optional: sign up for advisories to receive project-specific alerts (lane closures, blasting)

- Timeline
 - Segment completion target: December of next year
 - Current Progress: 25% complete; work started February 2025
 - Focus now: blasting and traffic shift communications; exterior lane work to follow
- Team and stakeholders present:
 - Jay Norris – TDOT Director
 - Nathan Batter – Director of Operations
 - Sean Armstrong – Director of Pre-Construction
 - Sharon Schutz – TDOT Environmental Director
 - Brandon Chance – Environmental Technical Studies Manager
 - Erin Ziegler – Public Communications Officer (TDOT Region 3)
 - Cody Jackson (Jones Brothers) and Joh Perry (CEI) – construction segment partners

7.2 Presentation by Sean Armstrong (TDOT – Region Three)

Sean Armstrong, Director of Pre-Construction for TDOT Region Three, provided an overview:

- Explained that Region Three oversees engineering and technical aspects of the project.
- Noted that the I-65 project has a long planning history due to the corridor's regional importance.
- Stated the goal is to bring the segment from initial engineering to construction within approximately five years and maintain regular progress on remaining segments.
- Explained that TDOT has conducted:
 - Traffic studies,
 - Noise studies, and
 - Environmental evaluations in compliance with federal requirements.
- Stated that the project is fully funded in phases and that environmental and design work has been completed for current segments under consideration.

He emphasized that TDOT maintains a project website with detailed information and that citizens may contact him directly with questions. He indicated that specific technical questions, particularly about noise and environmental analysis, would be addressed by TDOT specialists.

7.3 Presentation by Brandon Chance (TDOT – Environmental / Noise)

Brandon Chance, TDOT technical studies manager in the environmental division, explained the **noise analysis and sound wall policy**:

- TDOT's work is guided by federal regulations, including the National Environmental Policy Act (NEPA) and federal noise regulations.
- For highway projects, TDOT:
 - Collects traffic data (current and projected),
 - Develops a **noise model** using specialized software,
 - Evaluates existing and future noise levels for residences and other sensitive land uses near the corridor.
- Where predicted noise levels exceed defined thresholds, TDOT evaluates **feasible and reasonable** noise abatement measures, such as sound walls.

He clarified:

- Not every area that experiences increased noise qualifies for a sound wall.

- TDOT uses standardized criteria, including:
 - Measured/Modeled noise levels,
 - Distance from the roadway,
 - Number and type of impacted receptors (homes, schools, etc.),
 - Engineering feasibility and cost-effectiveness.
- TDOT develops an initial noise study, then, when a project moves closer to construction, updates the study with more precise design information (e.g., updated roadway profile, traffic forecasts, or lane configurations).

He indicated that earlier sound studies had been done (including around 2012 and 2017) and that updates were made in 2023 as the project advanced.

7.4 Board and Citizen Concerns & Questions

Commissioner Powell and other commissioners raised multiple concerns:

- Questioned how TDOT's sound wall policies apply to **low-density neighborhoods** with large lots and long-term residents, rather than large subdivisions.
- Asked for an explanation of:
 - Why certain areas were originally shown with potential sound walls in earlier studies (e.g., 2012, 2017) but not in more recent analyses (e.g., 2023).
 - How projected traffic growth and changes in truck volume were incorporated into the models.
- Expressed concerns about:
 - Potential cutting of trees and vegetation buffers within the right-of-way,
 - Increased exposure to noise once natural barriers are removed,
 - Impacts on property values and quality of life.

Specific points raised included:

- Whether TDOT's criteria unfairly favor large, dense subdivisions over dispersed, older residential areas.
- Why residents who had previously been told sound walls might be considered no longer appear to qualify in updated studies.
- The need for clearer communication and access to documentation, including prior noise reports and policy updates.

Brandon Chance responded that:

- TDOT has revised its **Noise Policy** over time, generally every five years, to align with evolving federal guidance.
- Policy changes may have altered how certain areas are evaluated, but TDOT is required to apply the **current policy** to active projects.
- All sound wall decisions are based on the current design, current traffic forecasts, and the existing policy.
- TDOT can provide copies of the relevant noise studies and policies for the Board and affected residents.

7.5 Right-of-Way and Fencing Questions

Commissioners and citizens asked about:

- How far the new right-of-way would extend;
- Whether existing fences will be removed and whether TDOT will replace fencing;

- How much tree clearing will occur between the existing roadbed and residential properties.

TDOT representatives indicated:

- The current design includes acquisition of certain strips of land along the corridor, based on engineering needs.
- TDOT typically replaces or relocates fencing as part of right-of-way acquisition and will coordinate individually with property owners.
- Specific right-of-way plats, plans, and tree clearing extents can be shared with the City and residents, and TDOT offered to review the detailed plans with any affected homeowner upon request.

7.6 Follow-Up Actions

From this discussion, the following follow-up items were identified:

- TDOT to:
 - Provide the City and interested residents with copies of the most recent **noise study**, **noise policy**, and any relevant historical studies or policy versions.
 - Clarify, in writing or in a follow-up meeting, why particular neighborhoods do or do not qualify for sound walls under current criteria.
 - Share right-of-way plans, including the extent of tree removal and replacement fencing provisions, and meet individually with affected property owners as needed.
- City staff and Commissioners to:
 - Gather resident concerns and forward them to TDOT for formal response.
 - Consider formal resolutions or letters, if necessary, to support resident requests for additional noise mitigation.

8. Discussion and Consideration of Ordinance 26-837 – Mobile Home Park Ordinance (First Reading)

Mayor Atwood introduced **Ordinance 26-837 – Mobile Home Park Ordinance** for first reading.

- Explained that the ordinance establishes updated regulations for mobile home parks within the City, including standards for layout, utilities, and ongoing maintenance.
- Noted that substantial changes had been discussed previously in work sessions.
- **Motion: Commissioner Powell** moved to place Ordinance 26-837 on first reading.
- **Second: Vice Mayor Darnall** seconded the motion.

Brief discussion followed regarding:

- The importance of clarifying minimum standards for health, safety, and appearance;
- The desire to have sufficient time in the next work session to refine any remaining language issues before second reading.
- **Vote: Motion passed unanimously.**

9. Discussion and Consideration of Ordinance 26-838 – Jake Brakes (First Reading)

Mayor Atwood introduced **Ordinance 26-838 – Jake Brakes** (first reading).

- Stated that the ordinance is intended to regulate the use of engine compression brakes ("jake brakes") within certain areas of the City to reduce noise disturbances, particularly in residential corridors close to major routes.
- **Motion: Vice Mayor Darnall** moved to approve Ordinance 26-838 on first reading.
- **Second: Commissioner Powell** seconded the motion.

There was brief discussion about:

- The relationship between jake brake noise and the I-65 expansion/noise concerns raised earlier;
- Coordination with TDOT signage and enforcement considerations within City limits.
- **Vote: Motion passed unanimously.**

10. Discussion and Consideration of Resolution 26-R-1 – Surplus Fire Equipment

Mayor Atwood introduced **Resolution 26-R-1**, declaring certain fire department equipment surplus.

Fire Chief Brad Williams provided details:

- Items include older or replaced equipment no longer in front-line use but still having resale or auction value (e.g., hoses, tools, or apparatus parts).
- Recommended declaring the items surplus so they may be sold, with proceeds returned to appropriate City funds.
- **Motion: Commissioner Powell** moved to approve Resolution 26-R-1.
- **Second: Commissioner McCain** seconded the motion.
- **Vote: Motion passed unanimously.**

11. Discussion and Consideration of Resolution 26-R-2 – Millersville Mission and Vision Statements

Vice Mayor Darnall introduced **Resolution 26-R-2**, adopting updated **Mission and Vision Statements** for the City of Millersville.

Key points of the proposed statements:

- Emphasis on:
 - Public safety,
 - Quality of life,
 - Responsible development,
 - Financial transparency,
 - Community engagement and collaboration.
- Vision for Millersville as a well-managed small city with a strong sense of community and responsive, accountable government.
- **Motion: Vice Mayor Darnall** moved to approve Resolution 26-R-2.
- **Second: Commissioner Powell** seconded the motion.
- **Vote: Motion passed unanimously.**

12. Discussion and Consideration of 2026 Meeting Dates

Mayor Atwood led a discussion regarding **2026 Board of Commissioners meeting dates**.

Key points:

- The Board discussed shifting certain regular meeting dates to avoid conflicts with holidays and the certification of election results in the fall.
- There was detailed conversation about:
 - Moving the September regular meeting due to likely conflicts,
 - Avoiding December dates too close to major holidays,
 - Coordinating special called or work sessions when necessary.

After discussing several options and clarifying conflicts:

- The Board agreed on a revised schedule of regular meetings for 2026, adjusting specific months (including September and December) to better accommodate holidays and the anticipated timing of election certification.
- June date for the regular meeting is Tuesday, June 16
- September work session is changed to Tuesday the 1st
- September Regular Commission Meeting will be Tuesday, September 15th
- December work session will be Tuesday, December 1st
- December Regular Commission Meeting will be Tuesday, December 15th.

Vice Mayor Darnall made a motion to amend the 2026 meeting dates as indicated.

Commissioner Powell seconded the motion.

Vote: Motion passed unanimously.

13. Discussion and Consideration of Planning Commission Pay

Mayor Atwood introduced the item regarding **Planning Commission compensation**.

City Manager Housewright explained:

- Currently, Planning Commission members are largely unpaid, despite:
 - Significant time commitments spent reviewing development plans and zoning changes
 - Attending meetings and, at times, conducting site visits.
- Other comparable cities provide at least a modest stipend or reimbursement to planning commissioners.

Commissioner Powell proposed:

- Establishing a **stipend** or **mileage reimbursement** for Planning Commission members, to:
 - Recognize their service,
 - Offset out-of-pocket expenses for site visits and extended meeting obligations.

The Board discussed:

- Whether to provide a flat per-meeting stipend or reimburse documented mileage;
- Administrative simplicity (e.g., submitting mileage once a month);
- Guardrails against potential conflicts of interest, while still fairly compensating volunteer commissioners.

Consensus points:

- There is general support for some level of compensation or reimbursement.

- The City Attorney and City Manager will:
 - Draft or revise an ordinance or resolution outlining specific compensation terms,
 - Ensure compliance with state law and ethics requirements.

Further action:

The item will return at a future meeting with a formal proposal for approval.

14. Discussion and Consideration of HR Director Appointment

Mayor Atwood introduced the appointment of an **HR Director**.

City Manager Housewright:

- Recommended the appointment of **Kelsie Charter** as HR Director.
- Cited her qualifications, professional background, and prior contributions to the City in related roles.
- **Motion: Vice Mayor Darnall** moved to approve the City Manager's recommendation for the HR Director appointment.
- **Second: Commissioner Gregory** seconded the motion.
- **Vote: Motion passed unanimously.**

The Board welcomed Kelsie and expressed appreciation that she would be serving in the role.

15. Discussion and Consideration of Neel-Schaffer Sidewalk Proposal

Mayor Atwood introduced the **Neel-Schaffer Sidewalk Proposal**.

City Manager Housewright reported:

- Neel-Schaffer is preparing a proposal for sidewalk improvements within the City.
- Some documents from TDOT or related agencies were still pending, which impacted the completeness of the proposal.
- Once all data is received, staff will bring back a detailed proposal and cost estimate for the Board's consideration.

No formal action was taken at this meeting. The item will be revisited once the full proposal is available.

16. Discussion and Consideration of Parks and Recreation Advisory Board Member

Mayor Atwood introduced the item regarding a **Parks and Recreation Advisory Board** appointment.

The Board discussed:

- The need to fill an open or expiring term on the Parks and Recreation Advisory Board;
- The importance of having active community members who can attend meetings regularly and contribute ideas for programming and facilities.

Commissioner Powell volunteered to sit on the Parks and Recreation Advisory Board. **Mayor Atwood** called for all in favor to say "aye". All voted in favor of Commissioner Powell joining the stated board.

17. City Manager's Comments

City Manager Housewright provided closing comments: "I'd like to reiterate the mayor's comments about the value that Jerry brings and our appreciation of the job that he does. There's not been a point in time when I've reached out for him to do something or to handle something that he's let me down... Likewise, I want to congratulate Kelsey. Very excited to be working with her."

18. Commissioners' Comments

Mayor Atwood and Commissioners each offered closing remarks:

Mayor Atwood:

- Reiterated appreciation for employee service and citizen engagement, especially regarding the I-65 project and noise concerns.
- Welcomed Kelsey to her role as HR Director.

Commissioner Gregory:

- Thanked citizens for attending and encouraged them to stay involved in future meetings.

Commissioner McCain:

- Expressed confidence in the Board's recent decisions and optimism about future projects.

Commissioner Powell:

- Thanked residents who spoke about I-65 impacts and indicated he would continue to advocate for solutions, including noise mitigation and careful coordination with TDOT.

Vice Mayor Darnall:

- Emphasized the importance of communication between the City, TDOT, and residents as major infrastructure projects move forward.

There were no further comments.

19. Adjournment

There being no further business, the meeting was adjourned at **7:25:10 PM**.

Respectfully submitted,

Judy Florendo
City Recorder

YEAR TO DATE SUMMARY
JANUARY 2026

Year to Date Summary

General Fund

Revenues	\$ 2,096,572.83
FY25 Revenues	\$ 2,880,639.26
Expenditures	\$ 1,149,430.76
FY25 Expenditures	\$ 2,825,526.12
Current Balance	\$ 1,427,151.89
FY25 Balance	\$ 432,687.11

Sewer Fund

Revenues	\$ 1,079,927.30
FY25 Revenues	\$ 1,055,504.64
Expenditures	\$ 376,169.98
FY25 Expenditures	\$ 491,502.61
Current Balance	\$ 3,284,330.58
FY25 Balance	\$ 4,342,839.72

Solid Waste Fund

Revenues	\$ 345,332.67
FY25 Revenues	\$ 361,415.59
Expenditures	\$ 353,463.24
FY25 Expenditures	\$ 211,704.30
Current Balance	\$ 32,198.96
FY25 Balance	\$ 94,369.86

Street Fund

Revenues	\$ 95,366.53
FY25 Revenues	\$ 296,937.36
Expenditures	\$ 66,544.79
FY25 Expenditures	\$ 709,943.65
Current Balance	\$ 1,037,698.84
FY25 Balance	\$ 1,211,516.36

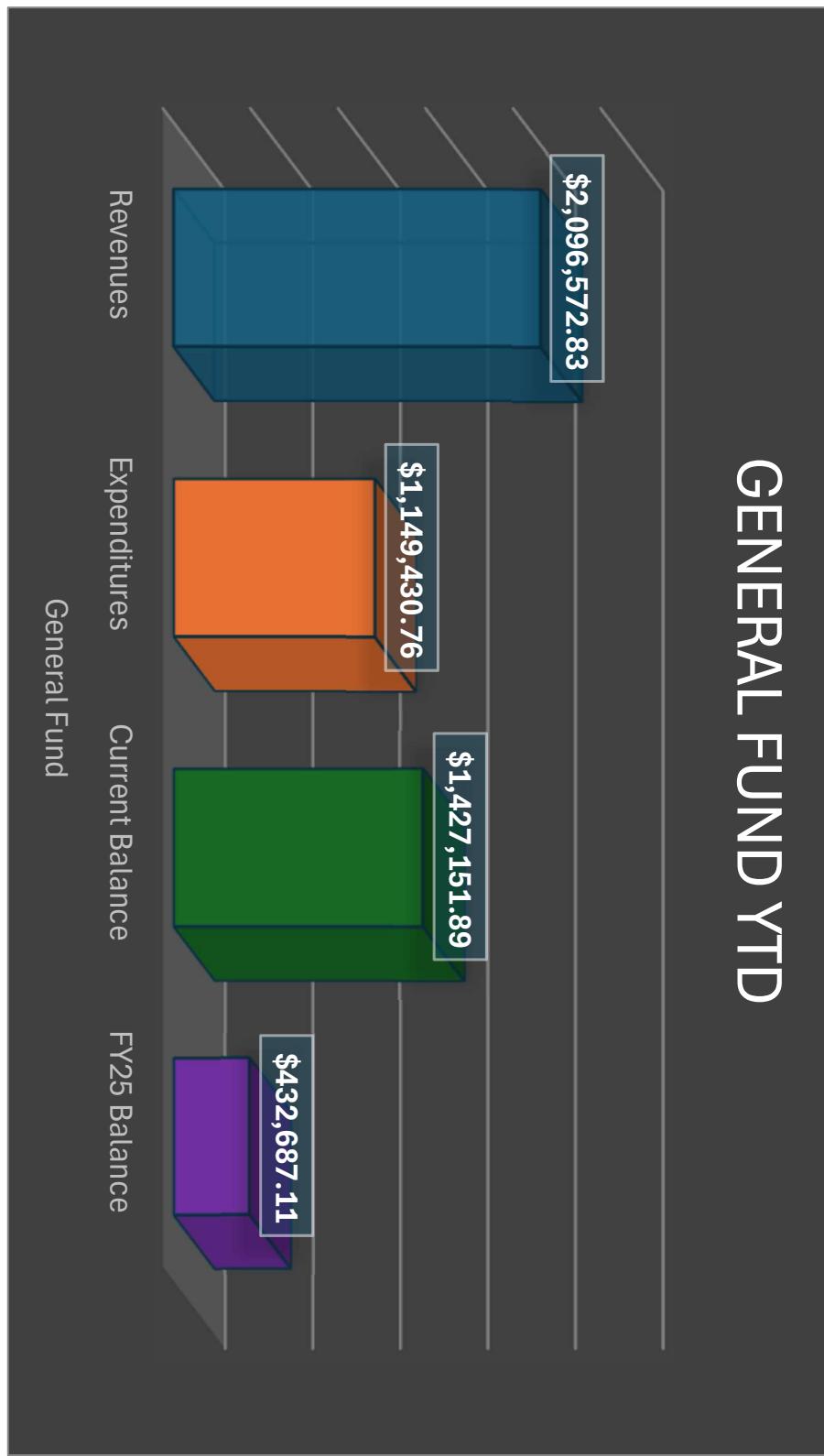
Stormwater Fund

Revenues	\$ 105,093.57
FY25 Revenues	\$ 103,754.89
Expenditures	\$ 151,665.68
FY25 Expenditures	\$ 107,443.03
Current Balance	\$ 372,683.93
FY25 Balance	\$ 462,167.08

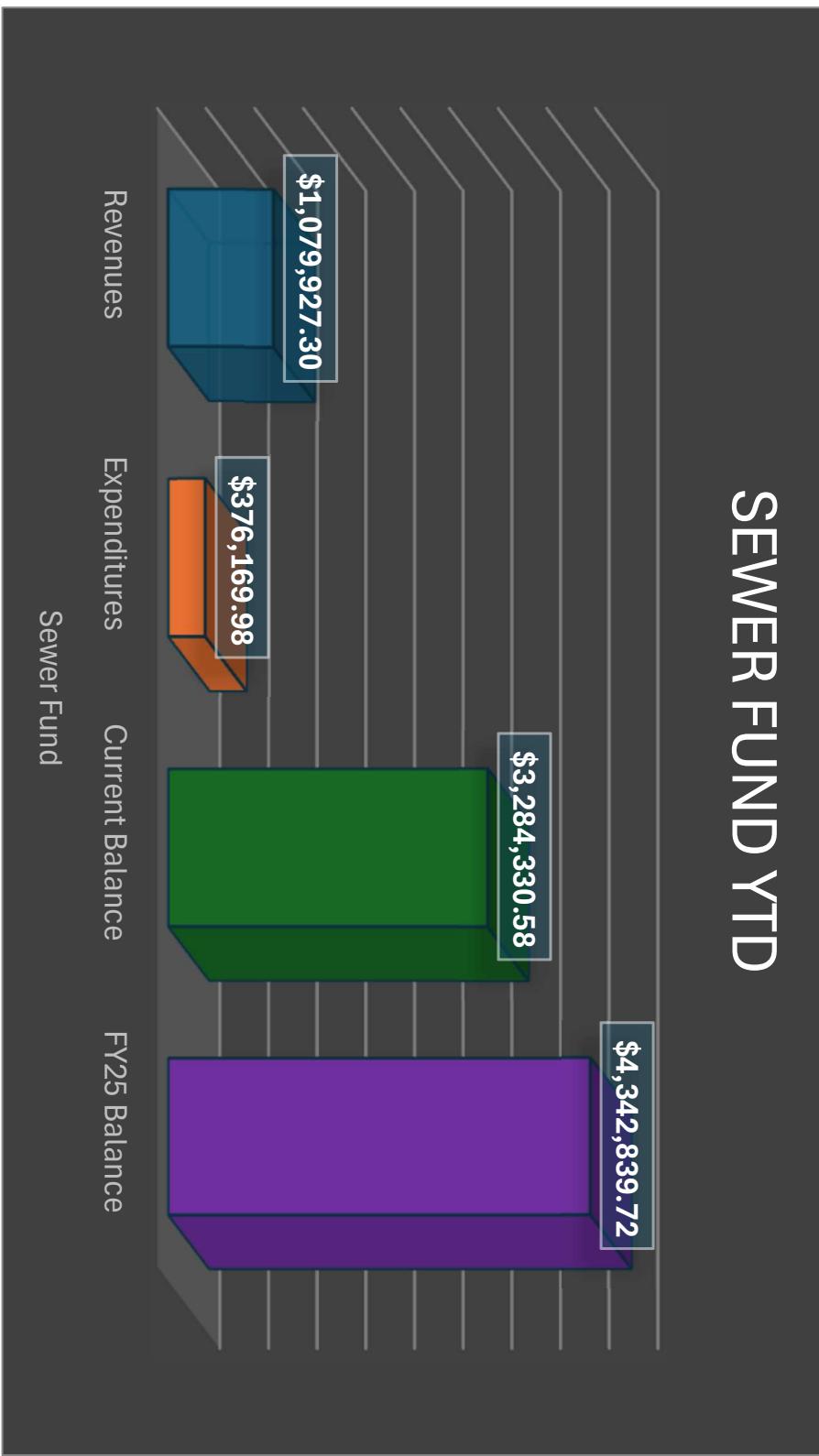
Reserve Fund

Current Balance	\$ 537,826.47
FY25 Balance	\$ 749,723.41

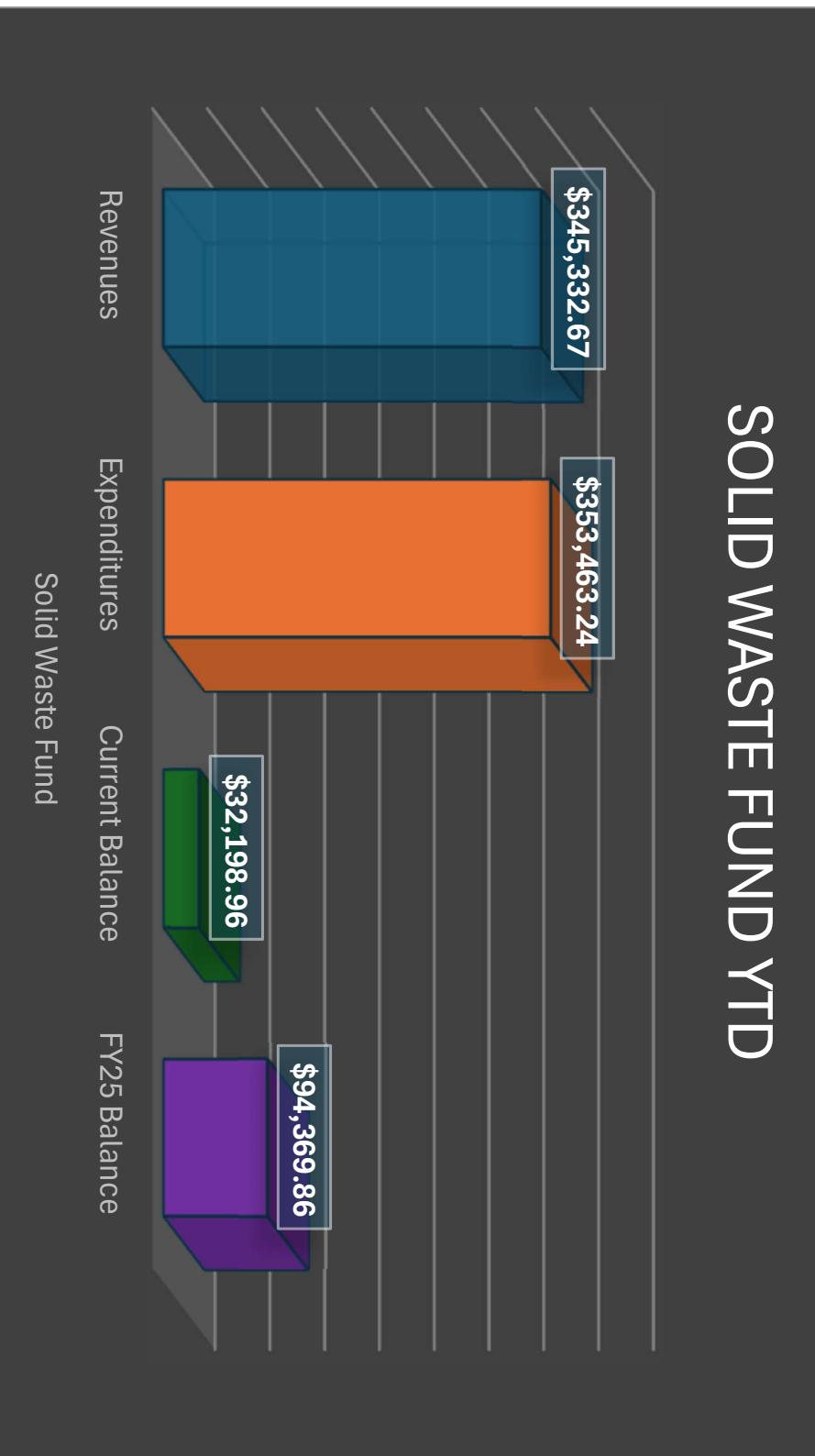
GENERAL FUND YTD



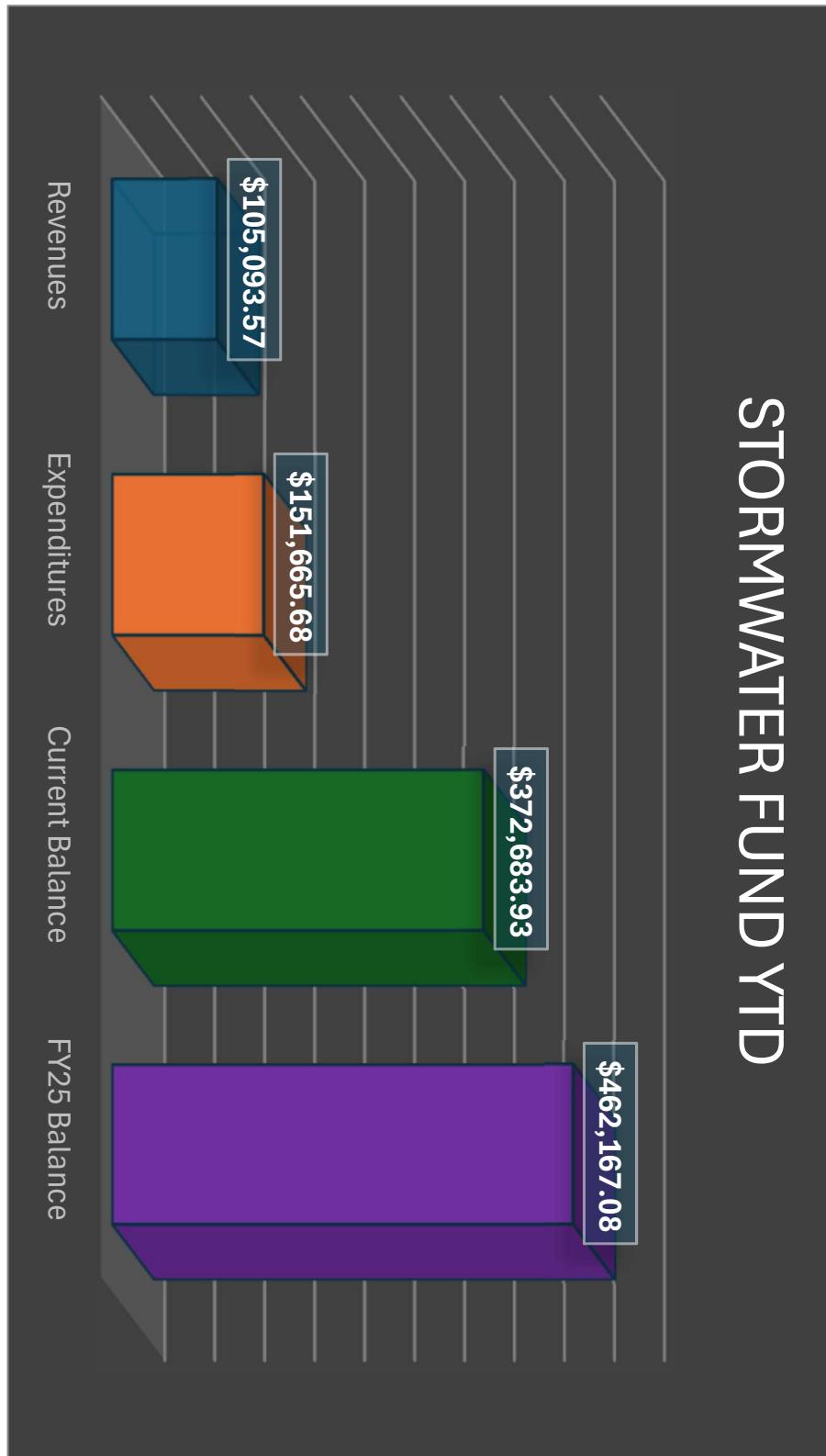
SEWER FUND YTD



SOLID WASTE FUND YTD



STORMWATER FUND YTD



STREET FUND YTD



CITY OF MILLERSVILLE, TENNESSEE ORDINANCE NO. 26-837

AN ORDINANCE TO AMEND SECTION 14 OF THE ZONING ORDINANCE OF THE CITY OF MILLERSVILLE

WHEREAS, the Board of Commissioners of the City of Millersville, Tennessee adopted the Zoning Ordinance of the City of Millersville on June 1, 2020, to promote the general welfare of the citizens of Millersville, and,

WHEREAS, changing conditions and circumstances mandate periodic upgrading and clarification of existing laws, including zoning provisions, and,

WHEREAS, existing Mobile Home Parks in the City of Millersville are a nonconforming use, and,

WHEREAS, the intent of this amendment is to provide clarity around the process for reconstruction or expansion of Mobile Home Parks if allowed under the nonconforming use provisions in the Zoning Ordinance of the City of Millersville, and,

WHEREAS, The City of Millersville Planning Commission met on November 13, 2025, and voted to recommend the approval of the proposed amendment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Millersville, Tennessee that Section 14 of the Zoning Ordinance of the City of Millersville are amended as follows after the second reading of this ordinance:

The addition of new Section 14.7 to the Zoning Ordinance of the City of Millersville.

The text of the amendment is provided as Attachment A.

And the following definitions are added to Section 16.3 of the Zoning Ordinance of the City of Millersville.

Mobile Home Park- A portion of a parcel, a parcel, or contiguous parcels of land under common ownership containing three or more rental spaces or lots designed for or which is intended to be used to accommodate mobile dwellings (aka mobile homes) or manufactured dwellings (aka manufactured homes).

Mobil Home- see dwellings, mobile

Manufactured Home- see dwellings, manufactured

Passed this _____ day of _____, 2025

First Reading: _____

Second Reading: _____

Mayor Lincoln Atwood

Attest:

Judy Florendo, City Recorder

Attachment A

14.7 Non-Conforming Mobile Home Parks

The intent and purpose of this section of the Zoning Ordinance is to provide guidance on the reconstruction **or expansion** of a mobile home park that is deemed a nonconforming use in accordance with Section 14.3 of the Millersville Zoning Ordinance and prohibit new construction and expansion of Mobile Home Parks. A mobile home park is considered a residential use and therefore subject to the applicable provisions for residential nonconforming uses.

Mobile Home Park is defined as a portion of a parcel, a parcel, or contiguous parcels of land under common ownership containing three or more rental spaces or lots designed for or which is intended to be used to accommodate mobile dwellings (aka mobile homes) or manufactured dwellings (aka manufactured homes).

For the purposes of Section 14.7, the term mobile home refers to mobile dwellings (aka mobile homes) or manufactured dwellings (aka manufactured homes). Delete this and use the defined terms so it is easier to locate the correct definition

A mobile home space is concrete pad upon which a mobile dwellings (aka mobile homes) or manufactured dwellings (aka manufactured homes) is secured per Section 14.7.D.

B. Building Permits

1. Review Procedure

The planning commission will review the submittal for compliance with the mobile home park development plan standard set forth below. Incomplete information shall result in the development plan being returned without action. Once a building permit has been issued the applicant may begin construction.

2. Site Plan Required

A mobile home park building permit may only be issued for construction or extension of a mobile home park upon submission and approval by the planning commission of a development plan containing the following information.

- a. The name and address of the applicant.
- b. The location, area, and dimensions of the proposed mobile home park site as well as a legal description.
- c. The location, size, and number of all mobile home spaces.

- d. The location and size of all buildings, improvements, and facilities (including roads, water, sewer, refuse disposal).
- e. The proposed use of buildings shown on the site plan.
- f. The location and size of all points of entry and exit for motor vehicles and the internal circulation plan (roadways and pedestrian walkways).
- g. The location and number of all off-street parking facilities.
- h. The location of park and recreation areas.
- i. A completed drainage plan with contour lines at five (5) feet intervals.
- j. A location map showing the park site in relation to the existing public street pattern and indication of uses of property adjacent to the site and the location of all buildings within two hundred (200) feet of the site.
- k. A time schedule for development shall be prepared which shall demonstrate the applicant's readiness and ability to provide the proposed services. Said time shall be for a period of not more than one (1) year.
- l. Such other architectural, engineering, and topographical data as may be required to permit the county health department, the Building Inspector and the Planning Commission to determine if the provisions of these regulations are being complied with shall be submitted with the site plan.
- m. Landscaping as regulated in Section 11.4 of the Zoning Ordinance.

C. Development Standards

1. General

- a. No part of the park shall be used for non-residential purposes, except such uses as are required for the direct servicing and well-being of park residents and for the management and maintenance of the park. Nothing contained in this section shall be deemed as prohibiting the sale of a mobile home located on a mobile home stand and connected to the pertinent utilities.
- b. Condition of soil, ground water level, drainage and topography shall not create hazards to the property or the health or safety of the occupants. The site shall not be exposed to objectionable smoke, dust, noise, odors or other adverse influences, and no portion subject to flooding or erosion shall not be used for any purpose which would expose persons or property to hazards.

2. Minimum Development Size

No mobile home park shall be approved which contains less than five (5) acres in area or has less than three (3) mobile home spaces.

3. Dimensional Requirements for Parks

- a. Along the entire periphery of the mobile home park, yards and setbacks meeting the district regulations shall be provided.
- b. Within the interior portions of the mobile home park, no yards except as required to meet other provisions set forth in this section are required.
- c. No building or structure erected or stationed in a mobile home park shall have a height greater than two (2) stories or thirty (30) feet.
- d. Each mobile home park shall be permitted to display, on each street frontage, one (1) identifying sign of a maximum size of twenty (20) square feet. Said sign(s) shall contain thereon only the name and address of the park and may be lighted by indirect lighting only.
- e. At no time shall the density for the park exceed the maximum permissible density for the district in which it is located.

4. Spacing of Mobile Homes and Site Coverage

- a. Mobile homes shall be so harbored on each space that there shall be at least a twenty-five (25) foot clearance between mobile homes; for mobile homes parked end-to-end, the end-to-end clearance may be less than twenty-five (25) feet but not less than fifteen (15) feet. No mobile home shall be located closer than twenty (20) feet from any building within the park.
- b. There shall be a minimum distance of ten (10) of feet between the nearest edge of any mobile home and an abutting access street or as may be determined by TDOT.
- c. Each mobile home stand shall not occupy an area in excess of twenty-five (25) percent of the respective lot area. The total area occupied by the mobile home and its accessory structures shall not exceed fifty (50) percent of the respective lot area.

5. The Mobile Home Space

- a. General - The limits of each mobile home space shall be marked on the ground by suitable means. Location of space limits on the ground shall be the same as

shown on accepted plans. No space shall be smaller than five thousand (5,000) square feet.

- b. Mobile Home Stands - The mobile home stands shall be improved to provide tie-down of the mobile home. The stand shall not heave, shift, or settle unevenly under the weight of the mobile home due to frost action, inadequate drainage, vibration, wind or other forces acting on the structure. In addition, such stand shall comply with the publication of FHA "Minimum Property Standards for Mobile Home Parks," May, 1977.
- c. Outdoor Living Area - Each mobile home lot should be provided with an outdoor living and service area. Such area should be improved as necessary to assure reasonable privacy and comfort. The minimum area should be no less than two hundred (200) square feet and shall be paved.
- d. Tenant storage shall be provided for each mobile home at the rear of the mobile home space.

6. Accessory Structures

- a. With the exception of signs and fences, accessory structures shall not be erected in any required front yard.
- b. Accessory structures shall be located at a minimum of five (5) feet from any side lot line, the rear lot line, and from any building on the same lot.

7. Utilities and Other Services

- a. Each mobile home park shall be serviced by a public water supply with lines not less than six (6) inches.
- b. Each mobile home site shall be provided with the connection to a sanitary sewer line. Each mobile home will be served by its own grinder pump (if applicable) rather than using a shared grinder pump for multiple mobile homes.
- c. Solid waste collection stands shall be provided for waste containers for each mobile home. Any central waste container shall be screened from view with access appropriately provided.
- d. Service buildings housing, sanitation and laundry facilities, shall be permanent structures complying with all applicable ordinances and statutes, regulations, buildings, electrical installations, and plumbing and sanitation systems.

- e. Each mobile home park shall be equipped with fire hydrants spaced no more than five hundred (500) feet apart. The water system shall be capable of providing a required fire flow of five hundred (500) gallons per minute for a one (1) hour duration.
- f. Each mobile home park shall be maintained free of litter and accumulation of any kind of debris which may provide rodent harborage or breeding places for flies, mosquitoes, or other pests.

8. Streets

Entrances to mobile home parks shall have direct connections to a public street and shall be designed to allow free movement of traffic on the adjacent public street. Safe and convenient vehicular access shall be provided from abutting public streets to each mobile home lot. Such access shall be provided by streets or driveways. All internal streets shall be private.

a. Circulation

The internal street system should provide convenient circulation by means of minor streets and properly located collector streets. Dead-end streets shall be limited in length to five hundred (500) feet and their closed end shall be provided with an adequate turnaround with a minimum diameter of eighty (80) feet.

b. Pavement Width

Pavement widths shall be as follows:

Collector Street

with no parking	20 feet
with on-street parking	36 feet

Minor Street

with no parking	18 feet
with on-street parking	34 feet

One-Way Minor Street

with no parking	12 feet
with on-street parking	28 feet

c. Construction

The internal streets and drives shall be paved in accordance with the Millersville Subdivision Regulations.

9. Walks

All mobile home developments shall be provided with safe, convenient, all season pedestrian access of adequate width for intended use, durable and convenient to maintain. Sudden changes in alignment and gradient shall be avoided.

A common walk system shall be provided and maintained between locations where pedestrian traffic is concentrated. Such common walks shall have a minimum width of three and one half (3 1/2) feet.

All mobile home stands shall be connected to common walks, streets, driveways and parking spaces by individual walks. Such individual walks shall have a minimum width of two (2) feet.

10. Recreation Area

Adequate recreation facilities for the residents of the project shall be provided in locations easily accessible to the living units and where they do not impair the view and privacy of living units. Attractive outdoor sitting areas shall be provided, appropriate in size, type and number to the needs of the residents.

Well-equipped playgrounds of adequate size and number shall be provided where it is anticipated that children will occupy the premises.

11. Buffer and Screening

A landscape buffer shall be provided along the perimeter of the site boundaries not less than fifteen (15) feet in width, except that a minimum buffer area from any public street shall be no less than twenty (20) feet.

Within the landscaped buffer, a continuous fence six (6) to eight (8) feet high, or landscaped screen shall be provided. Such fence shall be opaque and such screening shall be year-round evergreen trees four (4) feet wide and at least four (4) feet high at the time of planting and expected to achieve a height of six (6) feet within three (3) years. No landscaped screen or fence shall be provided within fifteen (15) feet of any vehicular entrance and/or exit to the park.

12. Site Design

The appearance and character of the site shall be preserved and enhanced by retaining and protecting existing trees and other site features; and additional new plant material shall be added for privacy, shade, beauty of buildings and grounds and to screen out objectionable features. The landscape plan shall be submitted with the development plan.

13. Parking

a. Off Street Parking

As regulated in Article XI, Section 90-142.

D. Responsibility of Park Management

1. The permittee shall operate the mobile home park in compliance with this ordinance and shall provide adequate supervision to maintain the park, its facilities and equipment in good repair and in a clean and sanitary condition.
2. The permittee shall notify park occupants of all applicable provisions of this ordinance and inform them of their duties and responsibilities under this ordinance.
3. The permittee shall supervise the placement of each mobile home on its mobile home stand to the satisfaction of the Building Inspector which includes securing its stability to anchor pins and installing all utility connections.
4. The permittee shall maintain a register containing the following information:
 - a. The name and address of each mobile home occupant.
 - b. The name and address of the owner of each mobile home and motor vehicle by which it was towed.
 - c. The make, model, year, and license number of each mobile home and motor vehicle.
 - d. The date of arrival and of departure of each mobile home.
5. The mobile home park shall keep the register record available for inspection at all times by law enforcement officers, public health officials and other officials whose duties necessitate acquisition of the information contained in the register.
6. The register records shall not be destroyed for a period of three (3) years following the date of departure of the registrant from the park.
7. The permittee shall notify the health authority immediately, of any suspected communicable or contagious disease within the park.

8. The permit to operate shall be conspicuously posted in the mobile home park office at all times.

9. The permittee shall be answerable for the violation of any provision of this section.

E. Responsibilities of Park Occupants

1. The park occupants shall comply with all applicable requirements of this zoning ordinance and shall maintain his/her mobile home lot, its facilities and equipment in good repair and in a clean and sanitary condition.

2. The park occupant shall be responsible for proper placement of the mobile home on its mobile home stand and proper installation of all utility connections and anchoring in accordance with the instruction of the park management.

3. Skirting, awnings, and other additions shall be installed only if permitted and approved by the park management. When installed, they shall be maintained in good repair. The space immediately underneath each mobile home shall be used for storage only if permitted by the park management.

If permitted, the following conditions shall be satisfied:

a. The storage shall be provided with a base of impervious material.

b. Stored items shall be located so as not to interfere with the underneath inspection of the mobile home.

c. The storage area shall be enclosed by skirting.

4. The park occupant shall store and dispose of all rubbish and garbage in a clean, sanitary and safe manner. The garbage container shall be rodent proof, insect proof and water tight.

5. Fire extinguishers for Class B and C fires shall be kept at the premises and maintained in working condition.

6. All park occupants shall be required to register their pets (dogs and cats) with the park management.

7. All park occupants shall be required to have their pets (dogs and cats) on a leash and shall not be allowed to roam.

8. Park occupants shall not be allowed to construct or place pens or animals on the park premises.

9. No inoperative automobiles, junk, or non-contained trash shall be allowed within the park.

F. Inspections

1. The Building Inspector or Codes Official is hereby authorized and directed to make annual inspections to determine the conditions of mobile home parks, in order to ensure the health and safety of occupants of mobile home parks and of the general public.

2. The Building Inspector or Codes Official shall have the power to enter upon any private and public property for the purpose of inspecting and investigating conditions relating to the annual inspection as it is related to the enforcement of this section.

3. Penalties

a. Any person violating any provision of this section shall be guilty of a misdemeanor and upon conviction shall be fined not less than five dollars (\$5.00) nor more than fifty dollars (\$50.00) for each offense.

b. Each day that a violation is permitted to exist shall constitute a separate offense.

c. Any expansion of any existing mobile home park is considered a non-complying use and is hereby prohibited unless said park is brought up to the standards herein stated. Or do we want to prohibit all park expansions?

G. Revocation of Permit

The Board of Zoning Appeals may revoke any permit to maintain and operate a park when the permittee has been found guilty by a court of competent jurisdiction of violating any provisions of this section. After such conviction, the permit may be re-issued if the circumstance leading to conviction have been remedied and the park is being operated and maintained in full compliance with this section.

H. Prohibited Structures

1. Cabanas, travel trailers, and other similarly enclosed structures are prohibited.

2. Trailers with or without toilet facilities that cannot be connected to approved sewer system shall not be permitted in a mobile home park.

3. Mobile homes shall not be used for commercial, industrial or other non-residential use within a mobile home park, except that one (1) mobile home in the park may be used to house a rental office.

Notes

- Do we want to outright prohibit new parks?
 - If yes, this needs a rework to add prohibition language
 - If no, do we want to prohibit expansion?
 - If so, we need to explicitly state this
 - If no, we need to prohibit unless up to this code (as currently written)

Use terms defined in Chapter 90, 16.3 throughout this ordinance---dwelling, manufactured; dwelling, mobile,

Propose adding Mobile Home Park in Chapter 90: Section 6.2 Table 3 under Independent Living Facility with no approved uses like this”

TABLE 3 | RESIDENTIAL DISTRICTS | PERMITTED AND CONDITIONAL USES

USE TYPES	RR	ER	SR-1	SR-2	THR ²	MXR ^{2,3}	MFR	MXC ^{2,3}	USE STANDARDS
"P" = PERMITTED // "C" = CONDITIONAL									
RESIDENTIAL USES									
Accessory Dwelling (Detached)	C ¹¹	C ¹¹	C ¹¹			C ¹¹			10.4.2.3
Assisted Living Facility			C	C	P	P	P	P	10.3.1
Bed and Breakfast	C ⁷	C ⁷	C ⁷	C ⁷	C ⁷	P	P	P	
Community Residence, Large (More than 8 persons)						P			10.3.2
Community Residence, Small (8 persons or less)	C ⁷	C	C	C	C	P	P	P	10.3.2
Dwelling Manufactured	P	C							
Dwelling, Multi-Family					P ⁵	P	P	P ⁵	
Dwelling, Single-Family	P	P	P	P	P ⁵	P	P	P	
Dwelling, Townhome			P ⁵	P ⁵	P ⁵	P ⁵	P	P ⁵	10.3.5
Home for the Aged			C	C	C	P	P	P	10.3.1
Independent Living Facility			C	C	P	P	C	C	10.3.1
Mobile Home Park									

Propose adding Mobile Home Park in Chapter 90: Section 7.2 Table 5 under Independent Living Facility with no approved uses like this"

USE TYPES "P" = PERMITTED // "C" = CONDITIONAL	MXR ²	NC	O	MXC ²	GC	HC	-	USE STANDARDS
								10.3.1
RESIDENTIAL USES								
Assisted Living Facility	P	C	C	P	P			10.3.1
Bed and Breakfast	C ⁷			P				
Community Residence, Large (More than 8 persons)								
Community Residence, Small (8 or less persons)	C							
Dwelling, Manufactured								
Dwelling, Multi-Family	P ²			P				
Dwelling, Single-Family	P			P				
Dwelling, Townhome	P ²			P ²				10.3.5
Home for the Aged								
Independent Living Facility	P	P	P	P	P			10.3.1
Mobile Home Park								

CITY OF MILLERSVILLE, TENNESSEE ORDINANCE 26-838

AN ORDINANCE REGULATING THE USE OF COMPRESSION-RELEASE OR
ENGINE BRAKING DEVICES (COMMONLY KNOWN AS “JAKE BRAKES”)
WITHIN THE CITY LIMITS OF THE CITY OF MILLERSVILLE, TENNESSEE

WHEREAS, the City of Millersville is authorized under Tennessee law to enact ordinances to protect the public health, safety, and welfare of its residents; and

WHEREAS, excessive and unnecessary noise constitutes a public nuisance that may adversely affect the health, safety, comfort, and general welfare of the community; and

WHEREAS, certain diesel-powered motor vehicles are equipped with compression-release or engine braking devices, commonly referred to as “Jake Brakes,” which can generate loud and disruptive noise when engaged; and

WHEREAS, Tennessee Code Annotated § 55-7-117 requires that motor vehicles be equipped with mufflers in good working order and prohibits excessive or unusual noise; and

WHEREAS, federal law, including the Interstate Motor Carrier Noise Emission Standards set forth in 49 C.F.R. Part 325, establishes noise emission limits applicable to certain motor vehicles; and

WHEREAS, Tennessee municipalities are permitted to regulate, but not completely prohibit, the use of engine compression braking devices when such regulation is consistent with state and federal law; and

WHEREAS, the City Commission of the City of Millersville finds that regulating the use of such devices within the city limits, while allowing reasonable safety-related exceptions, is necessary and appropriate to protect the public welfare;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY
OF MILLERSVILLE, TENNESSEE, AS FOLLOWS:**

SECTION 1. PURPOSE

The purpose of this ordinance is to regulate the use of compression-release or engine braking devices within the corporate limits of the City of Millersville in order to reduce excessive noise, while remaining consistent with applicable Tennessee statutes and federal motor vehicle noise regulations.

SECTION 2. DEFINITIONS

For purposes of this ordinance, the following terms shall have the meanings indicated:

1. **Compression-Release Brake / Engine Brake / Jake Brake.**

Any device or system installed on a motor vehicle that alters the normal compression of the engine to assist in slowing the vehicle and that may produce noise beyond normal engine operation, including but not limited to Jacobs brakes, C-brakes, or similar systems.

2. **Approved Muffler.**

A muffler that complies with the requirements of Tennessee Code Annotated § 55-7-117 and applicable federal noise emission standards.

3. **Emergency Situation.**

A situation in which the use of a compression-release or engine braking device is reasonably necessary to avoid imminent danger to persons or property.

4. **Public Street.**

Any street, road, highway, or public right-of-way within the corporate limits of the City of Millersville.

SECTION 3. REGULATION OF USE

(a) It shall be unlawful for any person operating a motor vehicle on a public street within the City of Millersville to activate or use a compression-release or engine braking device in a manner that produces noise in excess of normal engine operation.

(b) This ordinance regulates only the *use* of such devices and does not prohibit vehicles equipped with compression-release or engine braking systems from traveling through or within the city limits.

SECTION 4. EXCEPTIONS

The provisions of Section 3 shall not apply in the following circumstances:

1. **Emergency or Safety Use.**

When the operator reasonably determines that use of a compression-release or engine braking device is necessary to avoid imminent danger to persons or property.

2. **Compliance with Noise Standards.**

When the compression-release or engine braking device is used in conjunction with an approved muffler and operates in compliance with applicable federal and state noise emission standards.

3. Emergency and Public Safety Vehicles.

Authorized emergency vehicles operated by law enforcement, fire, emergency medical, or other public safety agencies while engaged in official duties.

SECTION 5. SIGNAGE

The City Manager, or designee, is authorized to install and maintain appropriate signage at major entrances to the City of Millersville notifying motorists of the regulation of engine braking devices. All signage shall conform to the Manual on Uniform Traffic Control Devices (MUTCD) and applicable state requirements.

SECTION 6. ENFORCEMENT AND PENALTY

(a) Any violation of this ordinance shall constitute a civil offense.

(b) A person convicted of violating this ordinance shall be subject to a fine not to exceed **\$50.00** per offense, as provided by general penalty provisions of the Millersville Municipal Code. Each occurrence shall constitute a separate offense.

SECTION 7. SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance.

SECTION 8. EFFECTIVE DATE

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

Passed this _____ day of _____, 2026

First Reading: _____

Second Reading: _____

Mayor Lincoln Atwood

Attest:

Judy Florendo, City Recorder

CITY OF MILLERSVILLE, TENNESSEE ORDINANCE NO. 26-839

AN ORDINANCE OF THE CITY OF MILLERSVILLE, TENNESSEE, AMENDING SECTION 62-31 OF THE CODE OF ORDINANCES RELATING TO PLANNING COMMISSION COMPENSATION

WHEREAS, the City of Millersville Planning Commission is established pursuant to Tennessee Code Annotated § 13-4-101 et seq. to advise the City Commission on matters of planning, zoning, and land use; and

WHEREAS, Section 62-31 of the City of Millersville Code of Ordinances currently provides that “All members of the Planning Commission shall serve as such without compensation”; and

WHEREAS, members of the Planning Commission may, in the performance of their official duties, be required to travel in order to inspect or visit properties related to matters properly before the Planning Commission; and

WHEREAS, Tennessee Code Annotated § 6-54-111 authorizes municipalities to reimburse appointed officials and board or commission members for actual and necessary expenses incurred in the performance of official duties, provided such reimbursement is reasonable, documented, and properly authorized; and

WHEREAS, the City Commission finds that limited mileage reimbursement for Planning Commission members constitutes reimbursement of actual and necessary expenses and does not constitute compensation for service; and

WHEREAS, the City Commission further finds that it is in the best interest of the City to expressly prohibit members of the City Commission from eligibility for such reimbursement to avoid conflicts of interest and ensure compliance with state law governing compensation of elected officials;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY
OF MILLERSVILLE, TENNESSEE, AS FOLLOWS:**

SECTION 1. AMENDMENT TO SECTION 62-31.

Section **62-31** of the City of Millersville Code of Ordinances is hereby amended by **striking the existing text in its entirety and substituting the following**, with new language shown as replacement text:

All members of the planning commission shall serve as such without compensation.

Members of the Planning Commission shall serve without salary, stipend, or other compensation; however, members of the Planning Commission may be reimbursed for

actual and necessary mileage expenses incurred in the performance of official Planning Commission duties, subject to the following conditions:

- (a) Mileage reimbursement shall not exceed seventy-five (75) miles per Planning Commission member per calendar month and shall be reimbursed at the standard mileage reimbursement rate established by the State of Tennessee, as in effect at the time the travel occurred.**
- (b) Unused mileage authorized for a given month (as calculated on a meeting-to-meeting basis rather than calendar month) shall not be carried forward or accumulated for use in any subsequent month.**
- (c) No individual serving as a member of the City Commission shall be eligible to receive mileage reimbursement under this section.**
- (d) As a condition of reimbursement, Planning Commission members shall submit a City-approved reimbursement form documenting the date of travel, the street address of each property visited, the number of miles traveled, and a certification that the travel was undertaken in the performance of official Planning Commission duties.**

SECTION 2. DOCUMENTATION AND AUDIT CONTROLS.

(a) As a condition of reimbursement, Planning Commission members shall submit a City-approved reimbursement form documenting, at a minimum:

- 1. The date of travel;**
- 2. The street address of each property visited;**
- 3. The number of miles traveled in connection with each visit; and**
- 4. A certification that the travel was undertaken in the performance of official Planning Commission duties.**

(b) The City shall maintain a monthly mileage log by commissioner to track cumulative mileage reimbursed and to ensure compliance with the monthly limitation established by this section.

(c) Reimbursement requests that would exceed the monthly mileage limitation shall not be approved.

SECTION 3. ADMINISTRATION.

Mileage reimbursement authorized by this ordinance shall be administered by the City Manager or designee in accordance with the City's accounting procedures, internal controls, and applicable state and federal law.

SECTION 4. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid, such invalidity shall not affect the remaining portions of the ordinance.

SECTION 5. EFFECTIVE DATE.

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

CODIFIER'S INSTRUCTION

Upon adoption, the codifier is directed to revise Section 62-31 of the City of Millersville Code of Ordinances to reflect the amendment enacted herein and to make any non-substantive formatting or numbering adjustments necessary to maintain consistency within Chapter 62. No other sections of the Code are intended to be amended.

Passed this _____ day of _____, 2026

First Reading: _____

Second Reading: _____

Mayor Lincoln Atwood

Attest:

Judy Florendo, City Recorder

CITY OF MILLERSVILLE
PLANNING COMMISSION
MILEAGE REIMBURSEMENT REQUEST FORM

COMMISSIONER INFORMATION

Name of Planning Commissioner: _____

TRAVEL DETAILS

(Attach additional pages if necessary)

Date of Travel	Property Address Visited	Purpose of Visit	Miles Traveled

Total Miles This Month: _____

(May not exceed 75 miles per month)

CERTIFICATION

I certify that the mileage listed above was incurred in the performance of official Planning Commission duties, that I am not a sitting member of the City Commission, and that the information provided is true and correct to the best of my knowledge.

Signature of Planning Commissioner: _____

Date: _____

FOR CITY USE ONLY

Reviewed By: _____

Amount Approved: _____

Date Reviewed: _____

Approved By: _____

Mileage Rate Applied: _____

Date Paid: _____

CITY OF MILLERSVILLE, TENNESSEE

ORDINANCE 26-840

AN ORDINANCE OF THE CITY OF MILLERSVILLE, TENNESSEE, AMENDING SECTION 2.3 OF THE MILLERSVILLE ZONING ORDINANCE TO ALIGN IT WITH MUNICIPAL ORDINANCE 25-836

WHEREAS, the City of Millersville, Tennessee (“City”) has adopted a zoning ordinance pursuant to the authority granted in Tennessee Code Annotated (“T.C.A.”) §§ 13-7-201 et seq.; and

WHEREAS, T.C.A. § 13-7-205 authorizes the City to establish a Board of Zoning Appeals to hear and decide appeals, variances, and special exceptions in the administration of the zoning ordinance; and

WHEREAS, the City Commission of Millersville, in order to make changes to the Millersville Board of Zoning Appeals, approved Ordinance 25-835, an ordinance which dissolved the existing Board of Zoning Appeals; and

WHEREAS, the City Commission of Millersville approved Ordinance 25-836, an ordinance which re-established the Millersville Board of Zoning Appeals with the intended changes; and

WHEREAS, Section 2.3 of the Millersville Zoning Ordinance titled “Board of Zoning Appeals” is aligned with the previous structure of the Board of Zoning Appeals prior to the adoption of Ordinance 25-836; and

WHEREAS, the City Commission of Millersville desires to amend Section 2.3 of the Millersville Zoning Ordinance titled “Board of Zoning Appeals” so that it aligns with Ordinance 25-836;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MILLERSVILLE, TENNESSEE:

SECTION 1. Zoning Ordinance Amendment.

Section 2.3 (1) Creation of BZA Boards is amended as follows (new text is **highlighted; deleted text in **strikethrough**)**

1. Creation of BZA Boards:

A. The Board of Zoning Appeals, as created by Ordinance, and as currently existing, shall remain in effect and authority.

B. The Municipal Board’s authority is for territory within the city limits of the City of Millersville. Authority over any area annexed into the City is transferred to the Municipal Board.

C. Each Board shall consist of **seven (7)** **five (5)** members. The Municipal Board members shall reside within the City. The terms of the board members shall be for three (3) years, or until replaced. **The terms in effect prior to the adoption of this Ordinance shall continue.** Terms shall be staggered in the current manner. Replacements shall be for the remaining term of the person replaced.

D. Appointments shall be by the Millersville City Commission in accordance with the Millersville Municipal Code as may be amended from time to time.

E. Members may be removed by the Mayor, with approval of the City Commission, for cause upon written charges and after public hearing.

F. Vacancies shall be filled by appointment of the Mayor, subject to City Commission confirmation, for the unexpired portion of the term.

G. A quorum shall consist of three (3) members.

H. Members shall serve with such compensation as may be fixed by the Millersville City Commission.

I. Training and continuing education of Board members shall be in accordance with state law, in particular TN Code 13-7-205 (c) as may be amended.

SECTION 2. Effective Date.

This Ordinance shall take effect immediately upon its passage and adoption, the public welfare requiring it.

Passed this _____ day of _____, 2026

First Reading: _____

Second Reading: _____

Mayor Lincoln Atwood

Attest:

Judy Florendo, City Recorder

**MILLERSVILLE PUBLIC LIBRARY OF SUMNER COUNTY**

1174 LOUISVILLE HIGHWAY MILLERSVILLE, TN 37072 615-448-6959 MPL@SUMNERCOUNTYTN.GOV

TO: City of Millersville Administration
FROM: Millersville Public Library
RE: Donation Request for Fiscal Year 2026-2027
Date: February 10, 2026

The Millersville Public Library of Sumner County is dedicated to serving the citizens of Millersville by providing a wide range of free services that address their educational, recreational, and social needs. In addition to offering traditional library materials, we provide engaging programs for individuals of all ages, access to e-services, the latest technology, and a meeting room for nonprofit and civic organizations.

Over the past year, the Millersville Public Library has continued to demonstrate its value to the community, as evidenced by a steady increase in patronage and rising circulation statistics. From July 2025-February 2026, the library has welcomed over 11,000 visitors, loaned more than 14,000 items, and hosted 103 free programs, with a total of 2,263 attendees.

As we look ahead to the 2026-2027 fiscal year, I am respectfully requesting a donation of \$5,000 from the City of Millersville to support the continued success of the Millersville Public Library.

In the past year, we have seen substantial growth in library usage, including the number of visitors, borrowed materials, and program participation. The requested donation will be used exclusively to enhance our collection, specifically to acquire books, and other loanable materials. These resources will enable us to meet the increasing demand from our community and further our mission of providing accessible and relevant materials for all.

Additionally, to ensure that the county continues processing the library's budget for the 2026-2027 fiscal year, we kindly request a letter of intent from the City of Millersville confirming this donation. The letter is a necessary step for the county to proceed with the budget allocation for the library.

The librarians and staff at the Millersville Public Library are honored to serve the residents of Millersville. We deeply appreciate your continued support and look forward to furthering our mission with your generous contribution.

Respectfully submitted,

A handwritten signature in black ink that reads "Amy S. Corbitt".

Amy S. Corbitt, Library Director
Millersville Public Library