

**RESOLUTION 16-45**

**A RESOLUTION TO APENDORSE THE SELECTION OF A CONSULTANT TO UPDATE THE ZONING AND SUBDIVISION REGULATIONS**

**WHEREAS**, the City of Spring Hill has prioritized a comprehensive rewrite of the Zoning Ordinance and Subdivision Regulations; and

**WHEREAS**, the City of Spring Hill desires to provide for the health, safety, and welfare of its citizens; and

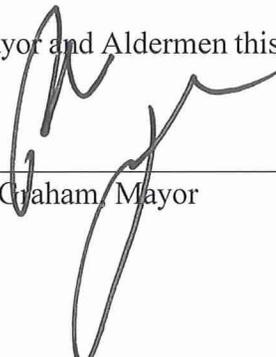
**WHEREAS**, the Board of Mayor and Aldermen has included the project in the 2015-2016 budget and authorized staff to proceed; and

**WHEREAS**, a Selection Committee of citizens, staff, Planning Commissioners, and Aldermen was assembled to interview consultants and has made a recommendation to the Board of Mayor and Aldermen.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, selects Camiros to provide consulting services for the Zoning Ordinance and Subdivision Regulations; and

**BE IT FURTHER RESOLVED**, that the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, direct Camiros to partner with a local land use planner or land use attorney to provide insight into the specifics of Tennessee's planning requirements.

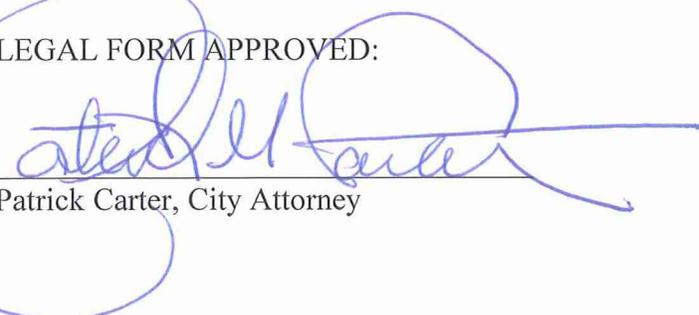
Passed and adopted by the Spring Hill Board of Mayor and Aldermen this 18<sup>th</sup> day of April, 2016.

  
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Rick Graham, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney

**SUBJECT:** Zoning and Subdivision Regulations Update

**DATE:** April 4, 2016

**ATTENTION:** Board of Mayor and Aldermen (BOMA)

**DEPARTMENT HEAD:** Planning Consultant Selection Committee through Dara Sanders, City Planner



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**Project Expectations.**

The expected outcome of this project is to update the City's zoning and development regulations with current planning practices, the updated Comprehensive Plan, and to address ongoing issues related to the City's built and natural environment. This process will involve working through a collaborative process that involves a variety of stakeholders and adapting to the specific participation needs of our citizens.

The consulting team selected for this project will work closely with City staff, an advisory committee, and local officials to update the regulations. They will be expected to provide draft versions for review at various stages of the process and to be an integral part of the adoption process.

**Selection Committee.** The purpose of forming the Selection Committee is to conduct interviews of qualified teams and to provide clear direction for the selection of a team. Because the City's zoning and subdivision regulations have a direct impact on every property owner, resident, employer, and stakeholder, this committee was formed to provide a balanced perspective of Spring Hill residents and decision makers. Members include Alderman Duda, Alderman Fitterer, Planning Commission Chair Paul Downing, Alicia Fitts (Local Stakeholder), Jerry Johnson (Comprehensive Plan Steering Committee), Abbie Stofel (Comprehensive Plan Steering Committee), and Dara Sanders (City Planner).

**Recommendation:** Based on these findings, the Selection Committee recommends awarding Camiros the role of lead consultant for this project. This Committee also recommends directing the staff to negotiate a contract and scope of work that includes partnering with a local land use planner or land use attorney to provide insight into the specifics of Tennessee's planning requirements.

**Interview Findings.** An uncompromising commitment to excellence must be demanded of the chosen team and this was fully demonstrated by Camiros through a number of factors:

**Passion.** Camiros demonstrated the highest level of passion and absolute clarity on what Spring Hill needs to be a vibrant and thriving community. The enthusiasm and dedication to their profession, and the energy in their communication, was unparalleled during our interviews.

**Comprehension.** This firm also demonstrated the highest level of preparation and comprehension of all applicants during their presentation. Without having the advantage of a local presence or personal experience in Spring Hill, Camiros had a firm grasp on the City's goals, immediately identified specific issues in the City's current zoning and subdivision regulations, and understood what it takes to build and grow Spring Hill, more so than any other firm interviewed. More importantly, the level of competency exhibited equates to less reliance on City staff to understand and meet our community's complex needs.

**Sophistication.** Their experience and ability to adapt to the specific needs of a community was confirmed by their examples of work and their responses to unpublished questions from the Committee about Spring Hill and our public outreach needs. This firm has successfully worked through complicated code projects and met the sophisticated needs of challenging communities and cities across the nation. Their services will continue to benefit our stakeholders long after the completion of this project through a customized set of zoning and subdivision regulations and a community user guide that explains our rules in plain English.

City of Spring Hill, Tenn.

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