



Meeting Agenda

Development Service Advisory Commission

Tuesday, June 2, 2026

8:00 AM

Eastern Flank Event Facility

Meeting Location
1368 Eastern Flank Circle
Franklin, TN 37064

CALL TO ORDER

CITIZEN COMMENTS (Open for citizens to be heard on any issue or concern, including those related to items on the agenda. Please submit a Speaker Card at the beginning of the meeting if you would like to address the Board/Commission. If you would like to speak on an agenda item, the Chair will hold your comment until the public comment period associated with the item. As provided by law, Boards/Commissions shall make no decisions or consideration of action of citizen comments for items not on the agenda, except to refer the matter to the City Administrator/Staff for administrative consideration, or to a schedule the matter for consideration at a later date. Those addressing the Board/Commission are requested to come to the microphone and identify themselves by name and address for the official record. The Chair may restrict the period for public comment, including the length of the public comment period, the number of individuals who can speak and the length of time each individual may speak. When time allows, the standard individual public comment time is two minutes.)

ANNOUNCEMENTS

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes From March 3, 2026 DSAC Meeting.

NEW BUSINESS

2. Central Franklin Parking Study Overview and Discussion
3. Proposed Plan Review Fee Updates
4. State Legislation Update

OTHER BUSINESS

ADJOURN

Anyone needing accommodations due to disabilities please contact the ADA Coordinator at 615-791-3277 at least 24 hours prior to the meeting.



Meeting Minutes
Development Service Advisory
Commission

Tuesday, March 3, 2026

8:00 AM

Eastern Flank Event Facility

CALL TO ORDER

Chair Ben Crenshaw called the meeting to order at 8:00 AM.

Commissioners Present: Chair Ben Crenshaw, Vice Chair Mary McGowan, Kate McDonald, Claudia ZuaZua, Mike Hathaway, Scotty Bernick, Daniel Jones, Michael Walters Young, Alderman Matt Brown

Commissioners Memebers Absent: Paige Parkham, Dana Kose

Staff Present: Walter Denton, Emily Wright, Amy Diaz-Barriga, Jimmy Wiseman, Bill Squires, Alex Brown, Alex Bearden, Melodie Brady, Katherine Harelson

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Chair Ben Crenshaw asked for citizen comments. There were none.

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes from the January 6, 2026, meeting.

Sponsors: Katherine Harelson, Walter Denton

A motion was made by Commissioner Mike Hathaway, seconded by Commissioner Michael Walters Young, to approve the Minutes from the January 6, 2026 meeting. The motion carried 9-0.

2. Consideration Of Approval Of Minutes From The February 3, 2026, Meeting.

Sponsors: Katherine Harelson, Walter Denton

A motion was made by Commissioner Claudia ZuaZua, seconded by Alderman Matt Brown to approve the Minutes from the February 3, 2026 meeting. The motion carried 9-0.

NEW BUSINESS

3. Presentation on the General Purpose and Process of Performance Agreements/Sureties.

Sponsors: Amy Diaz-Barriga, Walter Denton

Staff provided a presentation outlining the City’s performance agreement process, specifically pointing out the requirements for agreements, forms of payment, and how to release sureties once improvements are completed. This topic will be brought back at the next meeting for further discussion.

OTHER BUSINESS

Chair Ben Crenshaw asked if there was any further business. There was none.

ADJOURN

There being no further business, the meeting adjourned at 09:00 AM.

Chair

Date

Park Franklin

Central Franklin Parking Study



WALKER
CONSULTANTS



Study Team



WALKER
CONSULTANTS



Andrew Orr



Joel Aguilera



Jeremy Greenwald



Deanna Lambert



Brad Thompson

Agenda



Study Purpose and Timeline

Parking System At-a-Glance

Interactive Exercise

Open Discussion

Study Purpose



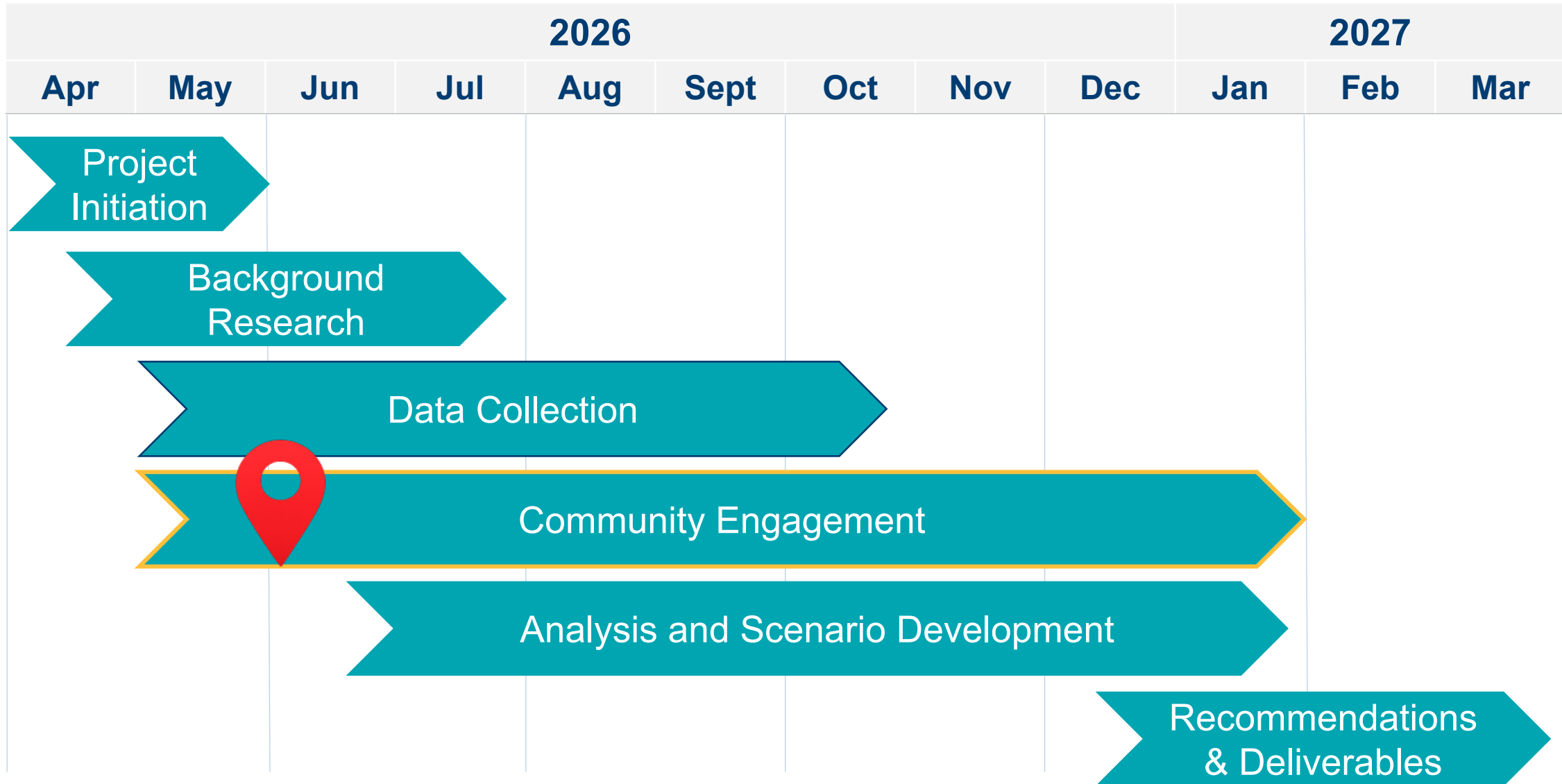
Goal:

Create a balanced and **integrated parking and mobility strategy** to supports downtown growth, enhances access and vitality, and **serves all community members**.

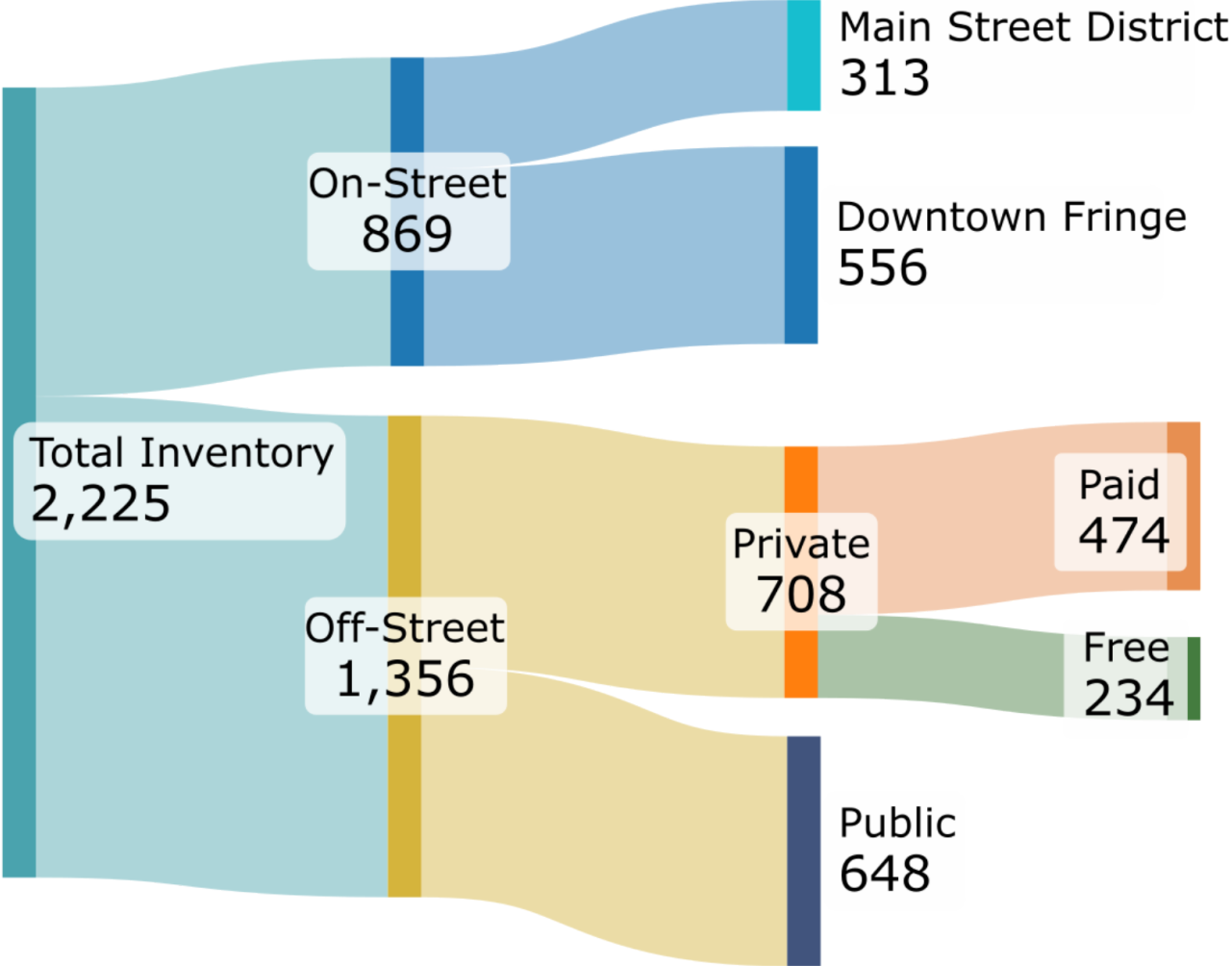
Objectives:

- Assess **current and future parking** supply, demand, utilization, and turnover
- Identify high-impact opportunities to **optimize parking policy, management, curb space, and multimodal mobility**
- Deliver practical, data-driven recommendations to **improve daily operations** and **special event parking** experiences
- Incorporate meaningful **community input** to shape thoughtful and **actionable outcomes**

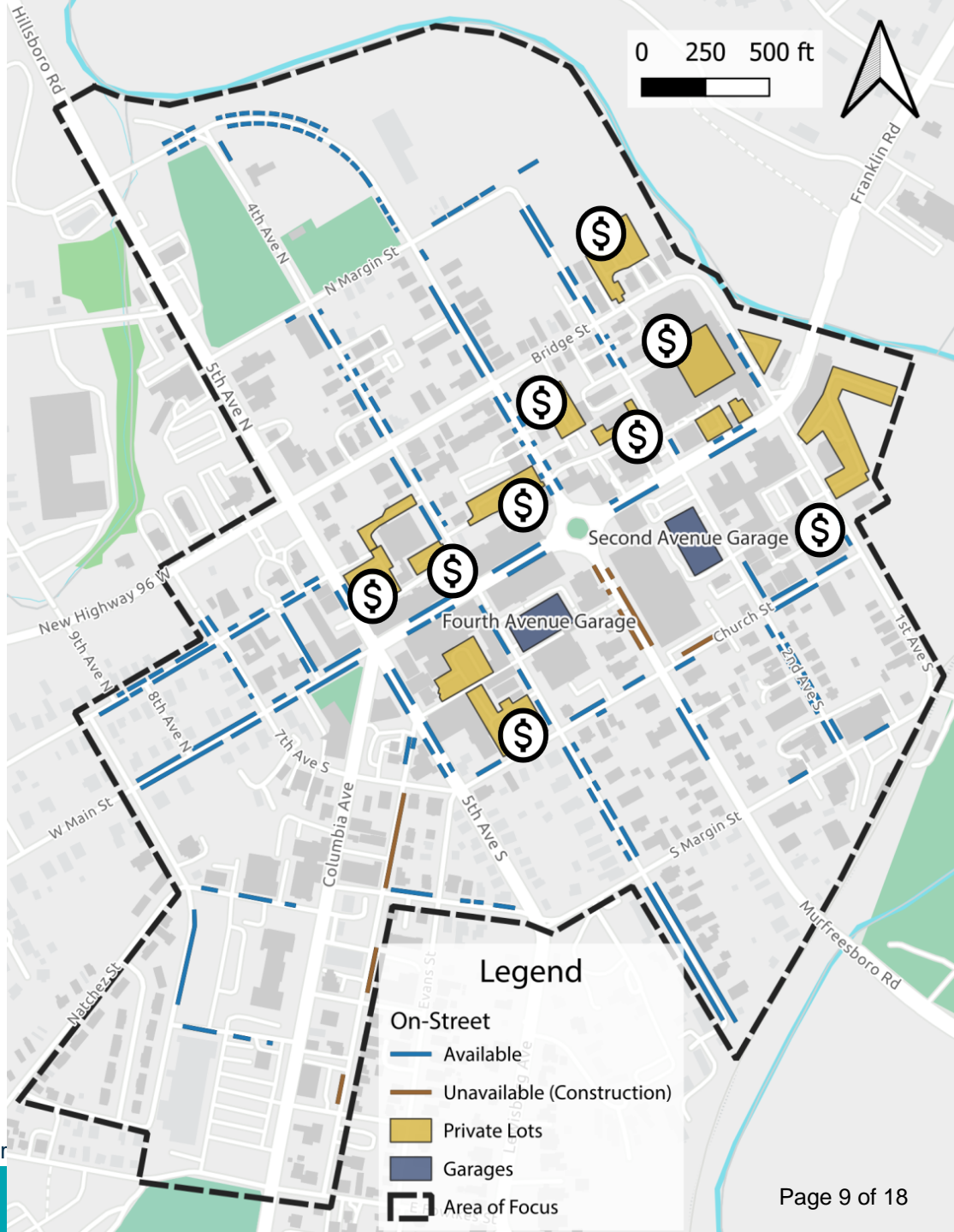
Study Timeline



Parking System At-a-Glance



¹ Unmarked on-street spaces estimated at 22ft/sp
² Includes lots shown in map only. Excludes Harpeth Hotel garage





Let's Hear Your Thoughts

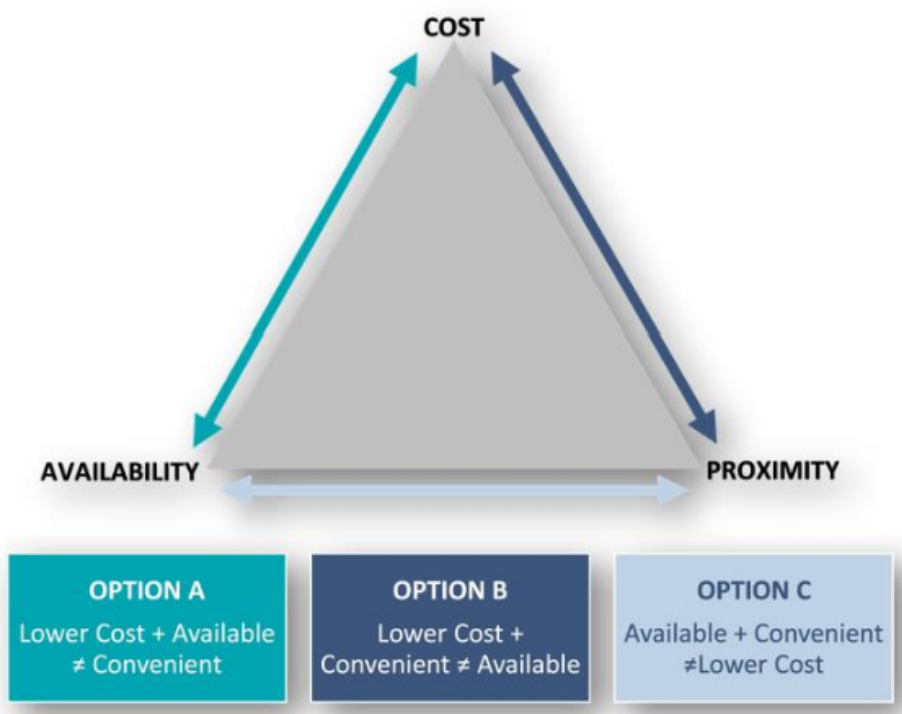
Development Services





Focus Areas

Helping Franklin Manage Its Success



Focus Areas

- Prioritize the Community Parking Experience
- Parking Policy and Pricing Levers
- Parking Management and Organization
- Special Event Management
- Integration with Mobility Initiatives

Downtown Franklin Parking SWOC



Guiding Questions:

- Is Franklin’s parking system working as intended today?
- Where and when will parking (and access) constraints emerge as downtown evolves?
- What policy, operational, and investment decisions will best support downtown vitality?



WALKER
CONSULTANTS

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**Thank
you!**

Proposed Plan Review Fee Updates

Development Services Advisory Commission

May 5th, 2026

Proposed Review Fees & Increases



Nonresidential Plan Review Fee

Minimum review fee increased from \$50.00 to \$250.00



Fire Protection Plan Review Fee

\$50.00



Residential Plan Review Fee- \$100.00

Would apply *only* to new single-family construction > 2,000 sq. ft.



Resubmittal Review Fees (3rd Submittal & After)

After the first two review cycles, 50% of the original review fee would be assessed with each subsequent resubmittal.

This has existed in the Municipal Code for over a decade but has yet to be implemented.

Plan Review Cost of Service Study

Cost of Service for Building Plan Reviews						
Plan Review Type	Number of Staff	Staff Costs	Number of Projects	Cost per Project (C/D)	Number of Review Cycles	Cost per Review Cycle (C/F)
Non-Residential		\$ 14,742,635.85	450	\$ 1,650.30	1,416	\$ 524.46
<i>BNS</i>		\$ 11,598,127.61				
<i>Fire</i>		\$ 1,68,764.50				
<i>Water Management</i>		\$ 2,75,743.75				
Residential		\$ 12,355,726.34	947	\$ 375.63	1,750	\$ 203.27
<i>BNS</i>		\$ 10,322,303.31				
<i>Streets</i>		\$ 2,33,423.04				
Fire Protection		\$ 1,68,764.50	426	\$ 161.42	753	\$ 91.32

Plan Review Cost of Service Study – Cont.

Fee Proposal and Revenue Implications				
Plan Review Type	Base Fee	Average Fee Paid	Number of Projects	Est. Revenue
Non-Residential				
Current Fees (base rate) \$	50	\$ 255	450	\$ 114,564
Proposed Fee (base rate) \$	250	\$ 1,045	450	\$ 470,250
Difference \$	200	\$ 790		\$ 355,686
Residential				
Current Fee (base rate) \$	-	\$ -	200	\$ -
Proposed Fee* (base rate) \$	100	\$ 100	200	\$ 20,000
Difference \$	100	\$ 100		\$ 20,000
Fire Protection				
Current Fee (base rate) \$	-	\$ -	426	\$ -
Proposed Fee (base rate) \$	50	\$ 50	426	\$ 21,300
Difference \$	50	\$ 50		\$ 21,300
Total Est. Revenue Increase				\$ 396,986
*For Residential Plan Review, fees would only be applied to new construction over 2,000sqft.				
**Non-residential projects with a Construction Valuation over \$100,000 are calculated at .0005 * additional valuation + \$50				

Questions?