

ORDINANCE NO. 2012-1

AN ORDINANCE AMENDING TITLE TWENTY (20) CHAPTER SIX (6) OF THE SIGNAL MOUNTAIN TOWN CODE, TO INCLUDE NEW SECTIONS 20-600 THROUGH SECTION 20-606 WHICH SHALL BE KNOWN AS THE "SIGNAL MOUNTAIN DONATION POLICY."

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF SIGNAL MOUNTAIN, TENNESSEE, THAT Title Twenty (20), Chapter Six (6) of the Signal Mountain Town Code is hereby amended to add new Sections 20-600 through 20-606.

SECTION 1. This new Chapter Six (6) entitled "Signal Mountain Donation Policy" shall include the following language:

CHAPTER SIX

Signal Mountain Donation Policy

Sections:

- 20-600 Purpose and Objective**
- 20-601 Donation Categories**
- 20-602 General Policy and Restrictions**
- 20-603 Acknowledgments**
- 20-604 Plaque Policy**
- 20-605 Donation Process and Procedure**
- 20-606 Appeals Process**

20-600 Purpose and Objective.

The purpose of this Policy is to provide a means for citizens of the Town of Signal Mountain, Tennessee and others to recognize, commend, acknowledge or memorialize an individual or individuals, whether living or deceased, without regard to merit or contributions to the community, by donating either tangibly or intangibly to the Town.

The objective of this Policy is to ensure donations meet certain qualitative criteria that will preserve the character, resources, and natural beauty of the Town and will be of benefit to its residents.

20-601 Donation Categories.

1. Standard Donations: A "Needs List" compiled by Town departments that suggests standard donations to fill specific needs is available at the Town Hall. Such donations may be either tangible or intangible.
 - a. Tangible Donations include park benches, planters, Honor Trees or shrubs, flag poles, art work, musical instruments, bleachers, sports equipment, statuary, fountains, recreation equipment, computers, audio or video equipment, art supplies, furniture, furnishings, library books, collections or other items.
 - b. Intangible Donations include monetary gifts designated to sponsor educational, recreational, sports or camp scholarships; to fund improvements to town facilities; to support landscaping and beautification; to refurbish town recreational equipment; to support the work, programs or needs of town departments, boards or other entities.
2. Non-Standard Donations allow donors the opportunity to donate items that are not included on the "Needs List." For example, a donor may wish to donate substantially by gifting land, a public building or building expansion, a playing field, a fire truck or the funding for a significant community project.

20-602 General Policy Guidelines and Restrictions.

1. A written proposal for a donation shall be presented to the Town Manager for review and recommendation to the specific town department, board or other proposed recipient. The Parks Board will review donations dedicated to parks; the Tree Board will review donations of trees or shrubs to be planted on Town property; the Recreation Board will review donations designated for Recreation, and so on.
2. Donations to the Town of Signal Mountain or its departments are 100% tax deductible.
3. No donation, memorial or otherwise, shall be placed on public or road rights-of-way or in a location that is inappropriate or obstructive or hazardous to vehicles and/or pedestrians.
4. The successful growth of donated plant materials cannot be guaranteed. The Town reserves the right not to replace donated trees, shrubs or other plant materials that are removed, damaged or deceased.
5. The Town shall reserve the right to remove, alter or discontinue the use of a tangible donation, whether or not it was acquired partially or entirely with donated funds if it is necessary or in the best interest of the Town.

20-603 Acknowledgements.

1. Letters from the Town will acknowledge donations. Certain tangible donations such as trees, fountains, benches, furniture, and others may be suitable for plaques.

2. The Town will furnish and install plaques at the donor's expense, but will not be responsible for vandalism, repair, or replacement of plaques.
3. If a plaque is damaged to the extent that it presents an eyesore or public liability, the Town, at its discretion, may remove it. The donor will be contacted and informed of the action.

20-604 Plaque Policy.

1. Exterior Plaques:

- a. The Design Review Commission shall approve the size and wording of exterior plaques prior to ordering and installation.
- b. Plaques shall be made of corrosive resistant metal such as bronze, brass or aluminum alloy.
- c. Wall plaques shall not exceed 360 square inches.
- d. Tree or plant plaques shall be flush mounted in a concrete or native stone base with an exposed length x width not exceeding 80 square inches.
 - (1) Tree or Plant Plaques shall be flush with ground surface in an approved location.
 - (2) Installation should not impair mowing, maintenance, tree growth or use of the area by the public.
 - (3) Wall plaques shall be attached securely to an exterior wall.

2. Interior Plaques:

- a. Size and wording of interior plaques shall be approved by the Town Manager before ordering and installation.
- b. Plaques shall be made of a corrosive resistant metal or similar durable material and of a color that will harmonize with the site.
- c. Some plaques may be board mounted to display mini-plaques honoring or commemorating consecutive occasions or groups.
- d. No plaques shall exceed 360 square inches.
- e. Plaques installed on furnishings shall be in scale with their surroundings and firmly installed so as not to impair maintenance.

20-605 Donation Process and Procedure.

1. Standard Donations:

- a. A donor may select a donation from the "Needs List" at the Town Hall and submit a proposal in writing to the Town Manager.
- b. The proposal will be reviewed by the Town Manager and the intended recipient and if appropriate in form, substance and location, will be approved.

2. Non-Standard Donations or Exceptions.

- a. A donor shall submit a detailed description of the proposed donation to the Town Manager who along with the intended recipient will determine if the donation is acceptable and desirable.
- b. The Town Manager will recommend the proposal to the Town Council for final approval.

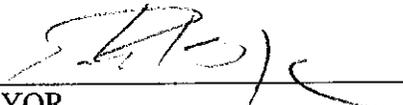
20-606 Appeals Process.

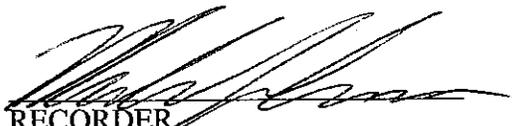
A potential donor who chooses to appeal any decision relating to a donation may contact the Town Manager to request a hearing before the Town Council. The request must be received by the Town Manager at least ten (10) days before a regularly scheduled Council meeting and shall be filed in compliance with the Town Code. The Town Council shall be the final authority on any donation decision within the Town.

SECTION 2. This ordinance amendment shall become operative from and after its date of final passage, the public welfare requiring it.

Passed 1st reading 12-12, 2011.

Passed 2nd reading 1-9, 2012.


MAYOR


RECORDER