



## APPENDIX F

# Sample Plan of Services

A RESOLUTION ADOPTING A PLAN OF SERVICES FOR THE ANNEXATION OF (general description of the area) BY THE (CITY/TOWN) OF \_\_\_\_\_, TENNESSEE.

WHEREAS, *Tennessee Code Annotated* § 6-51-102 requires that a plan of services be adopted by the municipal governing body prior to passage of an annexation ordinance [or prior to the passage of a resolution calling for a referendum of an annexation]; and

WHEREAS, the area proposed for annexation to the (City/Town) is within the (City/Town's) Urban Growth Boundary, as required by law, and is described as follows:

(Insert description of the area to be annexed)

NOW, THEREFORE BE IT RESOLVED BY THE (Governing Body) OF THE (City/Town) OF \_\_\_\_\_, TENNESSEE:

Section 1. Pursuant to the provisions of T.C.A. § 6-51-102, there is hereby adopted, for the area bounded as described above, the following plan of services:

### A. Police

1. Patrol, response to calls, and other routine police services, using present personnel and equipment, will be provided on the effective date of annexation.
2. Within \_\_\_\_\_ months, \_\_\_\_\_ additional personnel and \_\_\_\_\_ patrol car(s) will be added to continue the present level of police services throughout the city, including the newly annexed area.
3. Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need is established by appropriate study and traffic engineering standards.

### B. Fire Services

1. Fire protection by the present personnel and equipment of the fire department, within the limitations of available water and distances from fire stations, will be provided on the effective date of annexation.
2. Within \_\_\_\_\_ months, \_\_\_\_\_ additional personnel and \_\_\_\_\_ fire engines and auxiliary equipment will be added to the fire department to maintain present standards within the entire city, including the annexed area.
3. Within \_\_\_\_\_ months (years), \_\_\_\_\_ additional station(s) will be constructed to serve the annexed area.



### C. Water

1. Water for domestic, commercial, and industrial use will be provided at current city rates, from existing city lines, on the effective date of annexation, and thereafter from new lines as deemed necessary under current city policies and procedures concerning density, development patterns, and future development plans.
2. Water for fire protection will be available within \_\_\_\_\_ months (years), the time estimated to be required to install adequate water lines and hydrants in the annexed area.
3. In those parts of the annexed area currently served by the \_\_\_\_\_ Utility District, the above time periods will begin on the date of acquisition by the city of said District or parts thereof, which may be delayed by negotiations and/or litigation.

### D. Wastewater

1. The necessary interceptor and trunk sewer lines to serve the substantially developed annexed areas will be completed in \_\_\_\_\_ years.
2. Construction of collector lines in the substantially developed annexed areas will be completed within \_\_\_\_\_ years. Residences, commercial, and industrial properties will then be connected to the wastewater system in accordance with current policies of the city.

### E. Refuse Collection

The same regular refuse collection service now provided within the city will be extended to the annexed area (within one week after the effective date of the annexation) OR (as soon as additional personnel and equipment can be obtained, estimated to require \_\_\_\_\_ months.

### F. Streets

1. Emergency maintenance of streets will begin on the effective date of annexation.
2. Routine maintenance, on the same basis as in the existing city, will begin in the annexed area when state shared street aid funds begin to be received based on the annexed population. (July 1 following the annexation effective date.)
3. Reconstruction and resurfacing of streets, installation of storm drainage, and construction of curbs, gutters, and sidewalks will be accomplished under existing city policies.
4. Regular cleaning of streets with curbs and gutters will begin within \_\_\_\_\_ week(s) after the effective date of annexation on the same basis as in the existing city.

### G. Schools

County schools in the annexed area will become part of the city school system as soon as necessary negotiations and arrangements with the county can be completed. Normally, this change will take place at the beginning of the school year following the effective date of annexation. Thereafter the curriculum offered in the annexed area will be the same as in other schools in the city school system.

### H. Inspections and Code Enforcement

Any inspection services now conducted by the city (building, plumbing, electrical, gas, housing, sanitation, etc.) will begin in the annexed area on the effective date of annexation.



I. Planning and Zoning

The planning and zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City planning jurisdiction and regulation will thereafter encompass the entirety of the annexed area. (Study will be required before specific zoning can be adopted, which should be completed within \_\_\_\_\_ months.) The annexation ordinance will temporarily zone all property in the annexed area as \_\_\_\_\_, \_\_\_\_\_ District.

J. Street Lighting

Street lights will be installed in substantially developed commercial and residential areas within \_\_\_\_\_ months after the effective date of annexation, using the prevailing standards in the existing city.

K. Recreation

Residents of the annexed area may use all city recreational facilities, parks, ball fields, etc., on the effective date of annexation. The prevailing standards and policies now used in the existing city will be applied in expanding the recreational and program facilities in the enlarged city. Approximately \_\_\_\_\_ acres will be developed as parks, playgrounds, etc., in the annexed area.

L. Miscellaneous

(Include any other service not covered by the foregoing categories.)

Section 2. This resolution shall become effective from and after its adoption.