

**RESOLUTION NO: 05202024-1**

**A RESOLUTION AMENDING THE SCOPE OF SERVICES PURSUANT TO THE CREATION AND ADOPTION OF A MASTER PLAN FOR THE TOWN OF MASON**

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**WHEREAS**, Section 13-4-201 and Section 13-4-202 of the Tennessee Code Annotated empowered the Town to enact the Mason Land-use regulations; and

**WHEREAS**, the Mayor and Board of Aldermen deems it necessary, for the purpose of promoting the health, safety, morals and general welfare of the Town to pursue said resolution; and

**WHEREAS**, the Mason Planning Commission finds it necessary to pursue a Town Plan that acts as a legal guide for town policies pertaining to housing, land-use, transportation, utilities, community facilities, natural and cultural resources, economic development, and intergovernmental cooperation; and to facilitate implementation of said Plan; and

**WHEREAS**, the Mason Planning Commission has reviewed said proposed resolution pursuant to Sections 13-7-201 of the Tennessee Code Annotated and recommends such resolution to the Mason Board of Mayor and Aldermen; and

**WHEREAS**, the Board of Aldermen has given due public notice of hearing on said resolution and has held a public hearing.

**NOW THEREFORE, BE IT RESOLVED, BY THE MASON MAYOR AND BOARD OF ALDERMEN:**

**THAT**, the Town of Mason desires the preparation of a Master Plan anticipated to be funded through the Delta Regional Authority, the Scope of which is found in Exhibit A of this Resolution.

**BE IT FURTHER RESOVED THAT**, the Town of Mason hereby supports the preparation and submittal of a Delta Regional Authority grant application on its behalf by the MidSouth Development District, to be managed by the Town's contract planning firm UrbanInsites, LLC.

**BE IT FURTHER RESOLVED THAT**, this resolution will take effect from and after the date it shall have been passed by the Mayor and Board of Aldermen, signed by the Mayor, and become effective as otherwise provided by law.

\_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Town Recorder

## Exhibit A

### Outline of Master Plan Scope of Work

The Outline of the Master Plan Scope of Work will include, but not be limited to, the following tasks:

- I. A Basis for the Master Plan: Brief narrative of the key elements of the Master Plan (“Plan”), which includes a Background Context for the Plan (transformative events and circumstances necessitating the Plan); the Plan Objective (a path to sustainable, responsible growth and the promotion of a shared community vision for that growth); the Plan Approach (description of the Plan preparation methodology), and the Plan’s Success (tools and strategies for successful implementation of the Plan).

The Town of Mason, like other cities in Blue Oval’s impact area, is considering how best to respond to the potential for the new and unprecedented growth this transformative event affords. These opportunities also bring the challenges of paying for growth. Public spaces, roadways, and new infrastructure (all essential for growth) are costly, especially to small towns with limited revenues. The Town of Mason has been proactive in taking positive steps to meet these challenges head on. West Tennessee Planning’s *Town of Mason Government Administrative Review* includes in its “Short-term Recommendations” the development of a Town Master Plan - a Plan that will provide Mason with a comprehensive vision for its future growth and with the tools necessary to implement that vision.

Mason has turned a corner. Its leadership has been working diligently with the State Comptroller to ensure and maintain its financial integrity and now looks forward to having a Master Plan that will provide the Town with a roadmap for continued forward momentum and a common vision.

- II. Community Profile.
  - A. Brief history of the Town of Mason; its population, demographic trends, and market influences/impacts on growth.
  - B. Current Infrastructure Assessment.
    1. Transportation.
    2. Water and Sewer.
    3. Third party utility providers (Electricity; Natural Gas; Communications).
    4. Community amenities.
  - C. Natural Environment and Physical Constraints to Development
  - D. Why Mason, Why Now?
    1. Current real estate market conditions and the impact of Blue Oval City.
  - E. Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis.
- III. Distillation and Synthesis of Recent Regional and Local Planning Efforts.
  - A. Tipton County Future Land Use Plan.
  - B. West TN Planning efforts sponsored by the Tennessee Department of Economic and Community Development.
  - C. University of Memphis - “Momentum in Mason” Community Visioning Report.

- D. Civil & Environmental Consultants - “Utility Asset Management Plan.”
- E. Kimley Horn – “Complete Streets Study.”

**IV. Community Goals Acknowledgement and Prioritization.**

- A. Verify and Validate established Community Goals/Objectives (“Momentum in Mason”).
- B. Prioritize actionable efforts with Town Leaders and Community Stakeholders.

**V. Master Plan Tools for Success.**

**A. Plan Deliverables**

1. Preparation of a “Mason Focused” Future Land Use Plan to reflect:
  - a. Assessment of the Tipton County’s Future Land Use Plan in light of Mason’s community goals and input from community stakeholders.
  - b. Capacity assessment of existing infrastructure and its ability to support urban development.
  - c. Specify Development Focus Areas and identify land use typologies/compatibility within each focus area based on input from town leaders and community stakeholders.
  - d. Determination of potential future road systems requiring an amendment to the Major Road Plan.
2. Mason Downtown District. The University of Memphis’ visioning study “Momentum in Mason” showed great community interest in the revitalization of Mason’s downtown. The Master Plan will provide guidelines for the elements of a Downtown District.
3. Update of various Town Regulatory Documents (e.g. Zoning Ordinance “*the what*”; Subdivision Regulations “*the how*,” based on the Land Use Plan and plan tenets.

**B. Supplementary Urban Growth Considerations:**

1. Utility Strategies and Policies.
2. Capital Investments Prioritization.
3. General Community Design Guideline Recommendations (e.g. *Signage; Lighting; Landscaping*).
4. Strategies for leveraging opportunities resulting from the Blue Oval City industrial complex.