



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

FREDDIE O'CONNELL
MAYOR

**NASHVILLE DEPARTMENT OF TRANSPORTATION
AND MULTIMODAL INFRASTRUCTURE**

MEMORANDUM

TO: Metropolitan Traffic and Parking Commission

FROM: J. Andrew Smith, Engineer 2
Nashville Department of Transportation

DATE: May 7, 2025

SUBJECT: May 12, 2025, Traffic and Parking Commission Agenda Analysis

PURPOSE:

Provide an overview of all items on the upcoming Metropolitan Traffic and Parking Commission agenda to ensure that commission members have the information necessary for discussion and action prior to the commission meeting.

Commissioners are encouraged to contact Nashville Department of Transportation (NDOT) staff prior to the meeting with any questions.

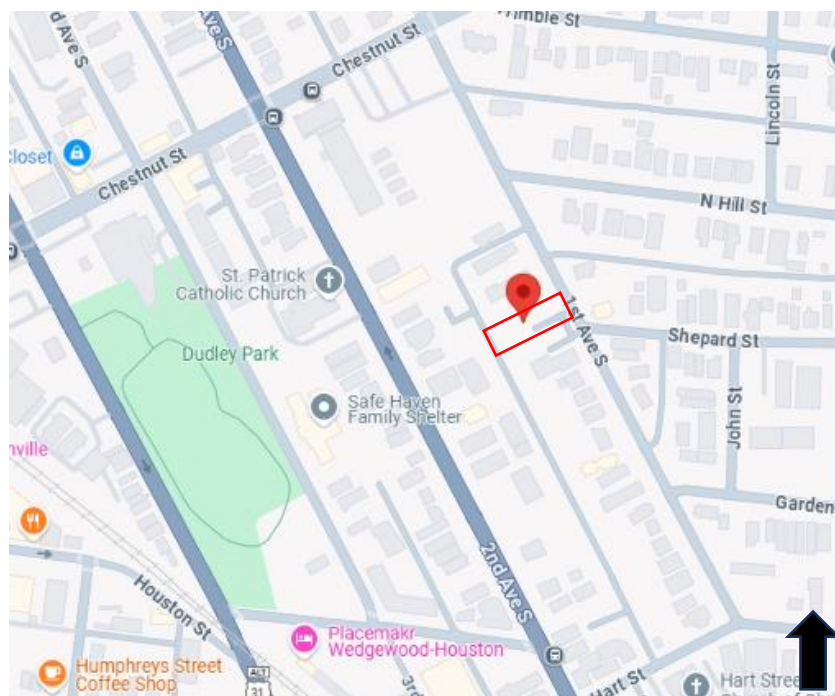
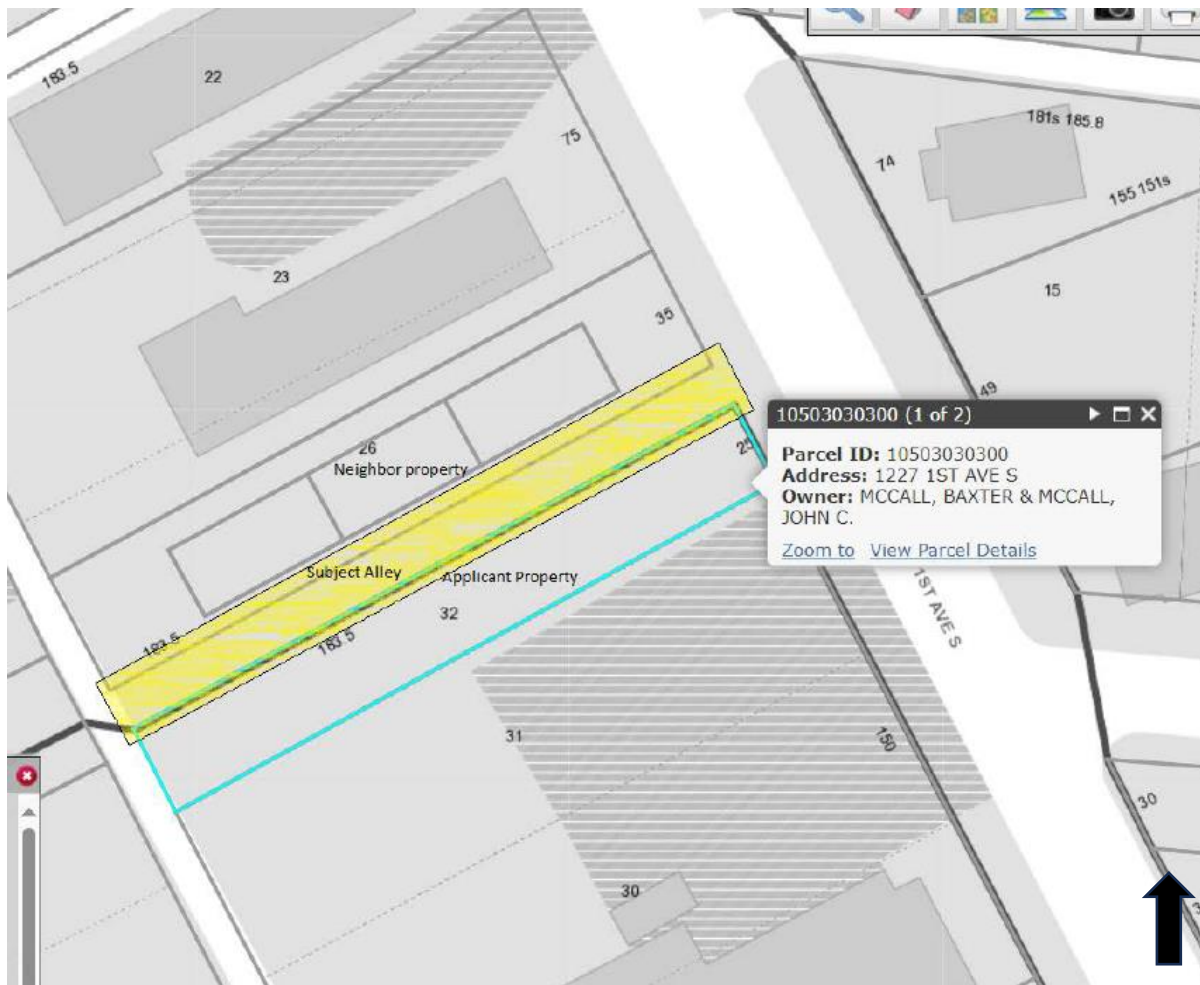
STAFF ANALYSIS:

Consent Agenda

5.1 CD 17: Mandatory referral 2025M-001AB-001 to abandon a portion of an unnumbered and unimproved alley right-of-way between Alley #169 and 1 st Ave S, requested by property owners.

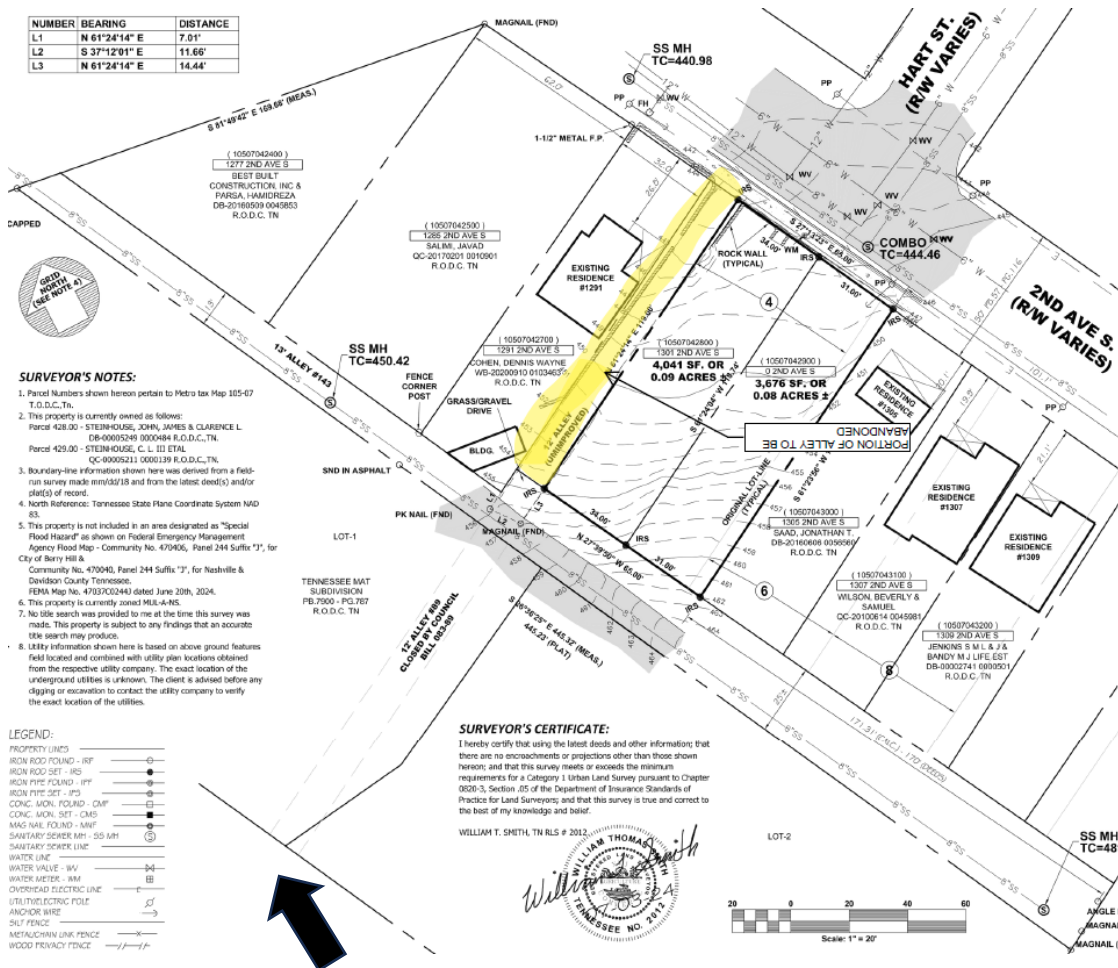
Recommendation: Approval of this mandatory referral.

Analysis: NDOT recommends approval of Mandatory Referral 2025M-001AB-001 for the abandonment of the unnumbered and unimproved alley between parcels at 1227 1st Ave S and 1225 1st Ave S. These parcels are served from the rear by improved alley #169 with access to Hart St. Improved alley #697 provides access to 1st Ave S. The unimproved alley in this referral does not serve an existing purpose, nor would it improve future access to the abutting properties. Utility easements are to be retained.



5.2 CD 17: Mandatory referral 2025M-002AB-001 to abandon a portion of an unnumbered and unimproved alley right-of-way between Alley #148 and 2nd Ave S, requested by property owners.

Recommendation: Approval of this mandatory referral.



Analysis: NDOT recommends approval of Mandatory Referral 2025M-002AB-001 for the abandonment of unimproved alley between parcels located at 1291 2nd Ave S and 1301 2nd Ave S. Parcels addressed along 2nd Ave S are served from the rear by improved alley #148 with access to Hart St. The unimproved alley right-of-way in this application is unused and has existing topographic constraints making future improvements unfeasible. Utility easements are to be retained.

5.3 CD 35: Mandatory referral 2025M-003AB-001 to abandon a portion of Union Bridge Rd right-of-way between Pasquo Rd and newly aligned Union Bridge Rd, requested by property owners.

Recommendation: Approval of this mandatory referral.

Analysis: NDOT recommends approval of Mandatory Referral 2025M-003AB-001 for the abandonment of a portion of Union Bridge Rd right-of-way between Union Bridge Rd and Pasquo Rd. This ROW previously served as a roadway connection to Pasquo Rd, but roadway realignment and new roundabout was built to allow for safer connectivity between these two roads. Utility easements are to be retained.

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	29° 34' 12"	170.00'	87.24'	S17° 29' 27"E, 86.29'
C2	55° 48' 52"	50.00'	48.71'	S60° 04' 59"E, 46.80'
C3	33° 13' 29"	49.99'	28.99'	S77° 17' 41"E, 28.58'
C4	60° 43' 00"	15.00'	15.90'	N83° 02' 34"E, 15.16'
C5	20° 17' 57"	403.05'	142.80'	N68° 22' 53"E, 142.05'
C6	18° 37' 53"	403.05'	131.06'	N84° 50' 48"E, 130.49'
C7	9° 19' 08"	403.05'	65.56'	N70° 52' 17"E, 65.48'

LINE TABLE		
Line #	Direction	Length
L1	S05° 54' 47"E	34.21'
L2	S02° 33' 14"E	26.64'
L3	S02° 33' 14"E	17.70'
L4	S02° 52' 36"E	17.97'
L5	S08° 01' 07"W	30.00'
L6	N81° 51' 42"W	22.24'

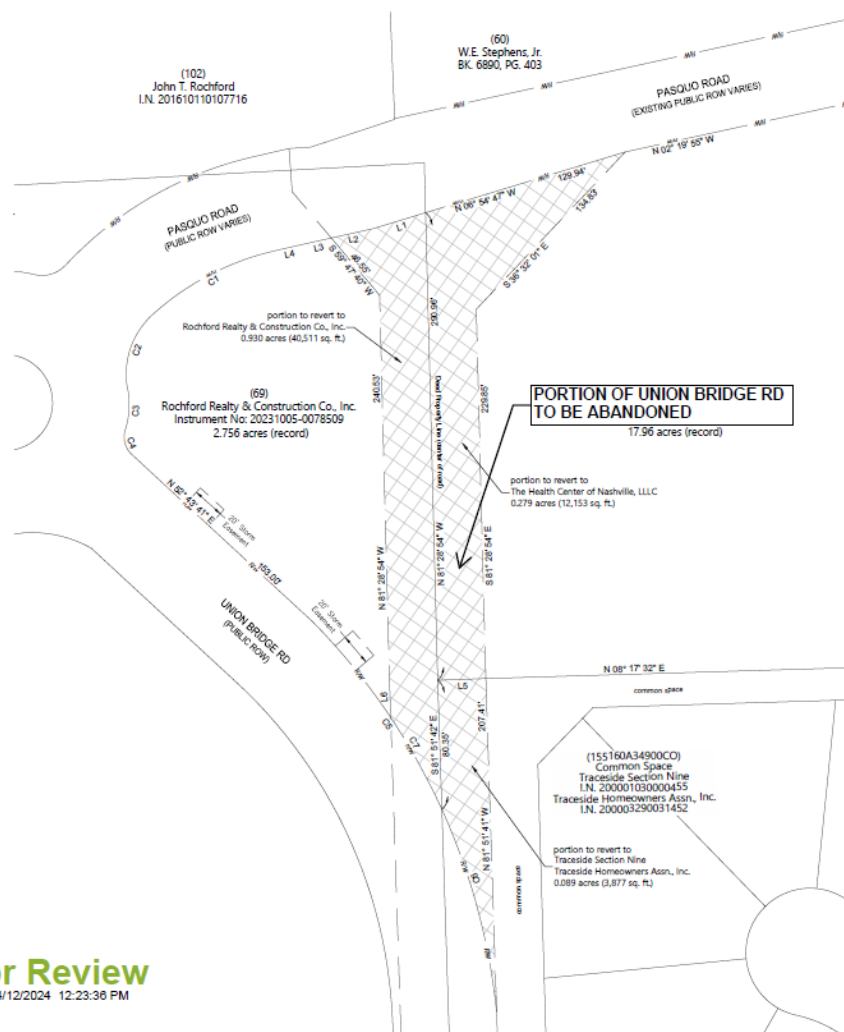


Right-of-Way to be Abandoned



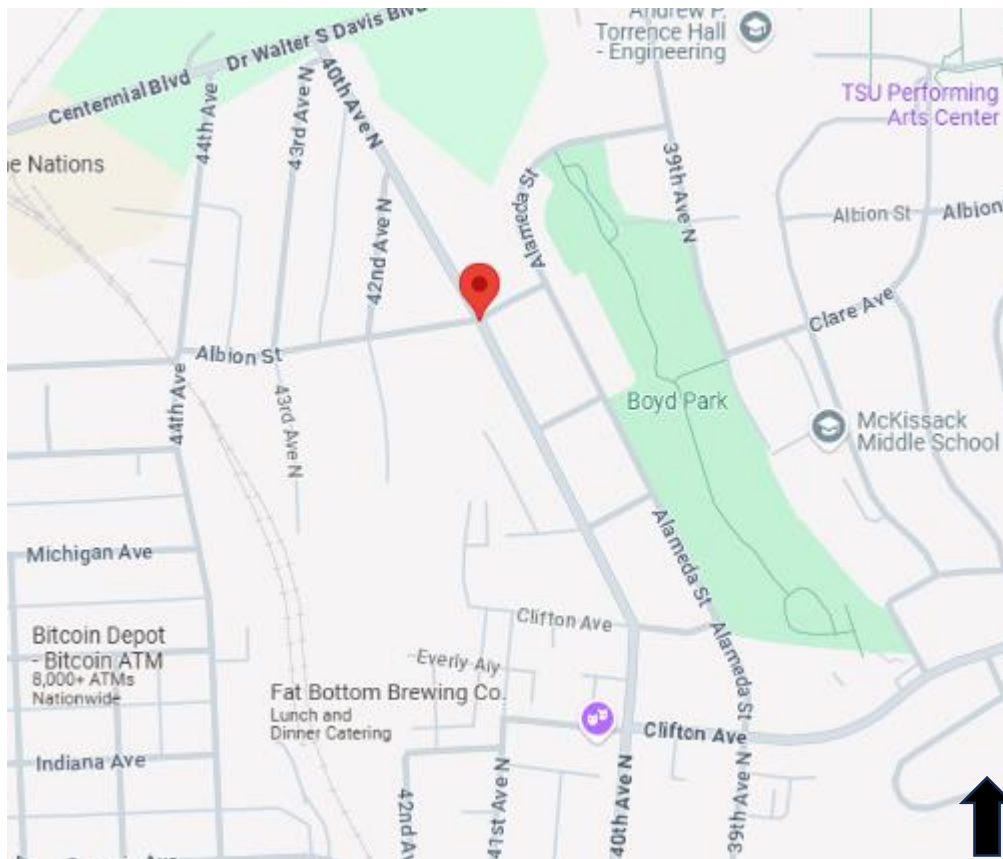
BASIS OF BEARINGS
NAD 83 (2011), TENNESSEE
Stephens Valley Roundabout Final Plat
I.N. 202311090087702

For Review
04/12/2024 12:23:36 PM



Recommendation: Approval of multiway stop control for 40th Ave N and Albion St.

Analysis: This location is an intersection of a residential collector street with a residential local street. Both streets are configured with two 11 ft to 12 ft lanes +/- . Albion St is currently stop controlled. A warrant analysis of the crash history of this intersection shows that the MUTCD crash warrant is satisfied. NDOT recommends approval of an all-way stop for 40th Ave N and Albion St.



5.5 CD 17: Approval of change in existing valet hours to 4:30PM—Midnight at 909 20th Ave S, requested by valet operator, with existing Pay Parking extended to all other permissible times, requested by NDOT.

Recommendation: The valet operator reached out to NDOT to withdraw this request. NDOT recommends an indefinite deferral of this item.

Analysis: N/A

5.6 CD 19: Approval of new bus parking 24/7 on both sides of Oldham St east and west of 1st Ave N, replacing the existing No Parking on Event Days, requested by NDOT.

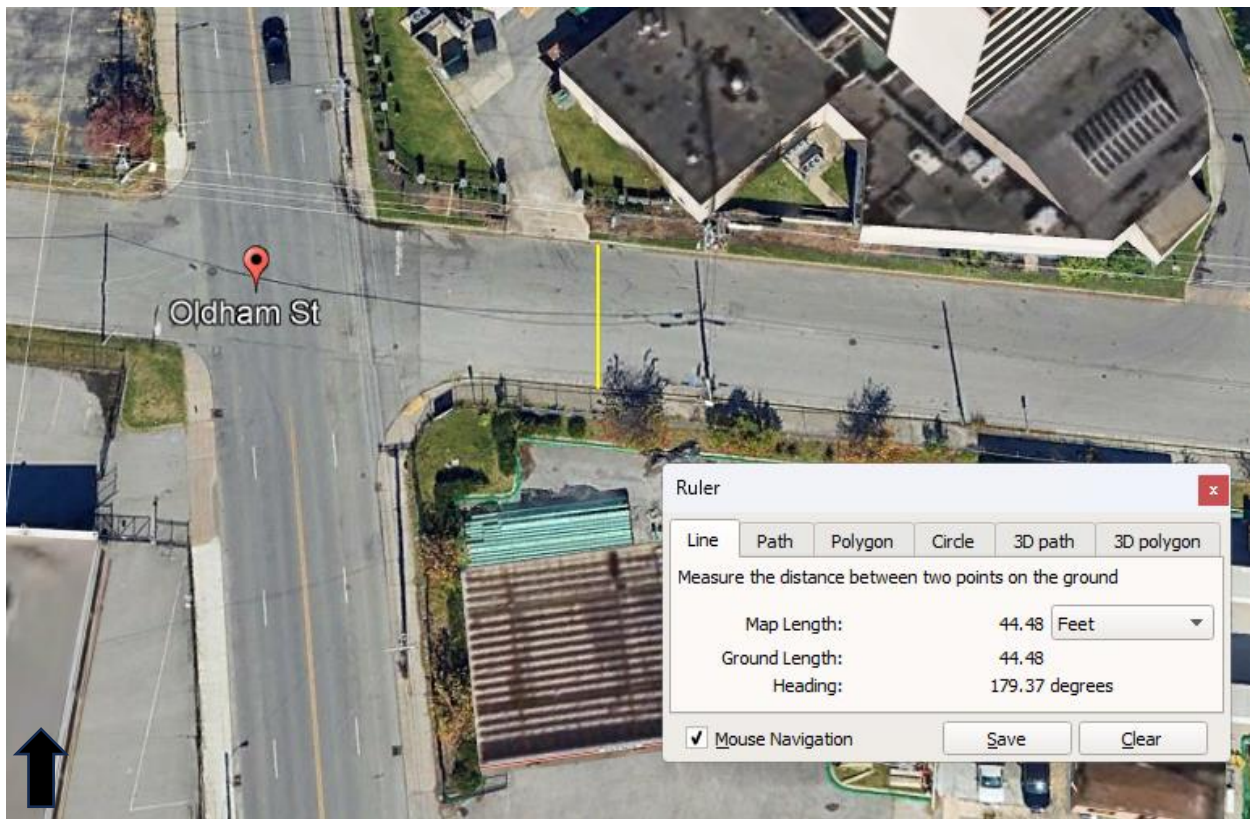
Recommendation: Approval of new bus parking 24/7 on Oldham St from Cowan St to its eastern terminus and removal of existing No Parking on Stadium Event Days.

Analysis: Oldham St is located near I-24 and the Titans stadium on the east bank. While it's configured with two lanes, the total pavement width along much of the roadway exceeds 40 ft. Most of the existing sign regulations restrict parking on Stadium Event Days.

This restriction goes back to when the nearby football stadium was built, but with a new facility under construction, "stadium event days" won't just be for a handful of Sundays. NDOT has also been seeking locations where 40-ft and 50-ft buses might be parked or staged away from downtown travel lanes and loading zones. Oldham St can provide convenient access to I-24, Jefferson St, and James Robertson Ave while freeing downtown curb space for other uses.

If this is approved, NDOT will replace existing No Parking on Stadium Event Days with new Bus Parking Only 24/7 and will add new No Parking Anytime signage to prevent vehicles from parking underneath the I-24 bridge and along a portion of Oldham St to facilitate bus vehicles to turn around at the large circular cul-de-sac at the eastern terminus of Oldham St.





Regular Agenda

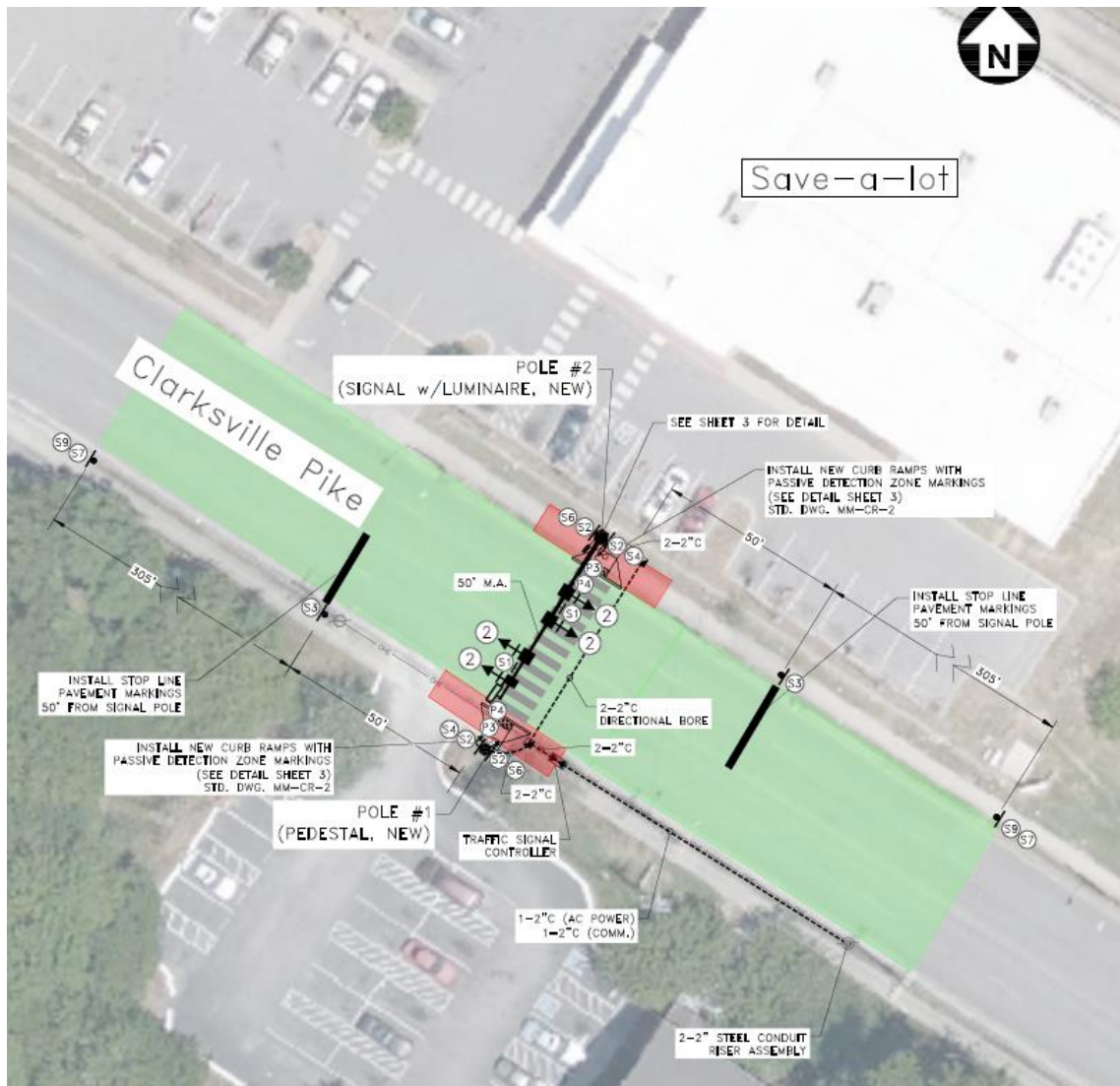
N/A

Unfinished Business

7.1 CD 02: Authorization for new Pedestrian Hybrid Beacon at 2400 Clarksville Pike, requested by NDOT.

Recommendation: NDOT recommends approval of the new PHB at 2400 Clarksville Pike.

Analysis: This item was deferred from the April meeting with questions from the Commission about precise location of the PHB. With the completion of design, the PHB is proposed for 2400 Clarksville Pike.



Recommendation: NDOT recommends approval of the new Downtown Temporary Service Business (DTSB) Permit Program rules and regulations.

Analysis:

MEMORANDUM

TO: Metropolitan Traffic and Parking Commission

FROM: Brent Schultz, Connect Downtown Project Coordinator
Nashville Department of Transportation and Multimodal Infrastructure

DATE: May 12, 2025

SUBJECT: Downtown Temporary Service Business (DTSB) Permit Program

BACKGROUND:

Pursuant to Section 12.48.025 of the Metro Code (Curb Loading Zone Management Program), NDOT seeks to implement the Downtown Temporary Service Business (DTSB) Permit program, a temporary program that will allow service vehicles to park in loading and unloading zones for up to two hours while providing services to businesses located within the Connect Downtown boundaries.

NDOT staff have been working with downtown stakeholders and businesses to develop the program. This new DTSB Permit is intended for use only by service businesses providing services including, but not limited to, electrical, plumbing, HVAC, audio, beer tap systems, audio and lighting, to businesses in the authorized area.

The proposed DTSB Permit Rules and Regulations are attached to this staff report. The DTSB Permit Rules and Regulations include a map describing the geographic area in which the DTSB Permit will be available for use.

DTSB PERMIT PROCESS:

The following summarizes the DTSB Permit process:

- Applicants submit an application, required information, and \$100 permit fee.
- Once an application is approved, NDOT will issue the applicant a DTSB Permit, along with two placards that service companies can display on the dashboard of their

vehicles while they are performing services to businesses located in the authorized area.

- A DTSB Permit allows service businesses to park vehicles in loading zone areas for up to two (2) hours so long as the service vehicle is displaying a placard. The current time allowed for loading and unloading in loading zone areas is 30 minutes.
- Service vehicles displaying placards must park at the furthest end of a loading zone area.
- For enforcement purposes, the permittee will be responsible for ensuring that the associated placard is placed on a service vehicle dashboard while that service provider is present at the permittee's business.
- The DTSB permit rules will be primarily enforced by NDOT.
- Misuse or abuse of placards may result in revocation of the DTSB Permit.
- Property owners or businesses located in the authorized DTSB Permit area that have access to private loading docks or private loading zones are not eligible for DTSB Permits.

PROGRESS REPORTING & NDOT REVIEW:

NDOT staff will review the DTSB Permit program on a regular basis, both the application process and actual field usage by permittees and will update the Traffic and Parking Commission regarding program performance on a quarterly basis.

NASHVILLE DEPARTMENT OF TRANSPORTATION & MULTIMODAL INFRASTRUCTURE

RULES AND REGULATIONS FOR DOWNTOWN TEMPORARY SERVICE BUSINESS PERMIT

Promulgated by the Metropolitan Traffic and Parking Commission
Pursuant to Metropolitan Code of Laws § 12.48.025.
Adopted on the 12th day of May 2025.

SECTION: 103 Traffic & Parking Commission	POLICY NUMBER: 103.002.2025
SUBJECT: Downtown Temporary Service Business (DTSB) Permits	SUPERSEDES:
SUBMITTED BY: REVIEWED BY: APPROVED BY:	APPROVED DATE:
APPLICABLE CODES/ORDINANCES: Metropolitan Code of Laws Section 12.48.010, et seq.	

EFFECTIVE DATE: The date of filing with the Metropolitan Clerk.

Section 1. Purpose.

To allow service vehicles to park in loading and unloading zones for up to two hours while providing services to businesses located within the authorized Downtown Temporary Service Business Permit (DTSB) program boundaries.

Section 2. DTSB Permit Program Boundaries.

DTSB permits are only valid within the Connect Downtown study area boundaries. See attached map.

Section 3. DTSB Permit Issuance and Use

- a) DTSB Permits may be issued at the discretion of the NDOT Director, or his or her designee, following his or her approval of an application and the applicant's payment of a \$100 DTSB Permit fee.

- b) DTSB Permits allow service businesses doing business within the geographic boundaries set forth in the attached map to park their service vehicles and equipment within loading and unloading zones for up to two (2) hours.
- c) DTSB Permits entitle the applicant to up to two DTSB placards that they can then give to service businesses with whom they are doing business to place on the dashboard of the service company's vehicles.
- d) Property owners or businesses located in the authorized DTSB Permit area that have access to private loading docks or private loading zones are not eligible for DTSB Permits.
- e) It is the responsibility of DTSB permittees to ensure that service companies display a DTSB placard on their service vehicle dashboards while providing services. Placards shall be easily visible and in public view.
- f) Vehicles displaying the DTSB Permit placards must park at the furthest end of a designated loading zone area, minimizing disruption to other vehicles using the same loading zone.
- g) The DTSB Permit placards shall be visually distinguishable from other NDOT-issued permits by color, assigned number, and NDOT identifier.
- h) The DTSB Permit does not authorize general parking, active loading, or unloading, but rather only authorizes service businesses to park in a certain loading zone while they are providing services to downtown businesses within the designated DTSB Permit Program area boundaries map attached.

Section 4. DTSB Initial Application and Annual Renewal Fee

The initial application fee for a DTSB Permit is \$100. Annual renewal fees for a DTSB permit are \$100. Two placards will be issued per DTSB Permit.

Section 5. DTSB Permit Application Information

Property owners or businesses applying for DTSB Permits shall submit an application providing the following information:

- a) Property owner and/or business owner contact information including name, title, business address, telephone number, and email address.
- b) Property owner and/or business owner representative contact information including name, title, business address, telephone number, and email address.
- c) List of service businesses that provide services to the business that will utilize issued DTSB placards. Such service business information provided shall include the name of company, service or repair type, business address, telephone number, and email address, and contact person information, including name, title, business address, telephone number, and email address.

Section 6. Revocation of DTSB Permit/Reissuance of DTSB Permit and Loss of Permit/Placard.

- a) The DTSB Permit is a temporary permit program. DTSB Permits issued may be revoked at any time at the discretion of the NDOT Director, or his or her designee, following 14 days' written notice to the permittee. A DTSB permit or placard may be revoked for reasons including but not limited to misuse, lack of curb availability, traffic safety concerns, or program elimination, among other factors. Appeals of permit/placard revocation may be submitted to the Traffic and Parking Commission for consideration within 14 days of receipt of a notice of revocation.
- b) After six months of time has elapsed from a DTSB Permit revocation date, a new DTSB Permit may be reissued at the discretion of the NDOT Director, or his or her designee. The reissuance fee for the DTSB Permit shall be \$100. Replacement of lost permit/placards shall require payment of a \$100 per permit/placard replaced.

Section 7. Violations.

- a) To preserve the integrity and functionality of the DTSB Permit Program, strict compliance with program requirements is mandatory. Both service providers using DTSB placards and permittees responsible for the distribution and oversight of those placards are subject to enforcement action for violations of these DTSB Permit rules and regulations or Sections 12.48.030 and 12.48.050 of the Metropolitan Code of Laws.
- b) NDOT is primarily responsible for enforcing these DTSB Permit rules and regulations. Approved permittees and service providers must abide by all applicable state and local laws regarding traffic and parking. Violations of any such laws may result in citations and associated fines, as set forth in the Metropolitan Code of Laws, and revocation of DTSB Permits.
- c) The following are violations of the DTSB Permit Program:
 - i. Exceeding the DTSB Permit two-hour parking limit;
 - ii. Parking outside of designated DTSB Permit loading zones;
 - iii. Failing to visibly display a valid DTSB placard within a designated DTSB Permit loading zone;
 - iv. Using a DTSB Permit placard while not actively providing service to a participating downtown business;
 - v. Use of placards by unauthorized service providers; and,
 - vi. Non-compliance with all applicable state and local laws regarding traffic and parking.
- d) Violations will result in a citation directly to the vehicle operator. These citations are enforceable under the Metropolitan Code of Laws and may include fines or other legal consequences. Repeated violations by the same vehicle or service provider will be recorded and reported to the corresponding permittee.

Section 8. Penalties.

- a) On the first violation, the permittee will receive a formal warning from NDOT, and the related service provider will be subject to citation.
- b) If a second violation occurs by the related service provider, the DTSB Permit will be immediately revoked, and the permittee will be required to return all issued placards.

- c) Following revocation, a permit may be reissued to the permittee at the discretion of the NDOT Director, or his or her designee, after a six-month waiting period, and the payment of a \$100 reissuance fee. A third violation will result in permanent ineligibility for the permittee to reapply for or participate in the DTSB Permit program.

Section 9. DTSB Permit Denials.

Within 30 days of notification of denial of a DTSB Permit application, the applicant may submit a written request to the NDOT Director, or his or her designee, for reconsideration. Such request must include evidence that the service business provides services to businesses located within the authorized DTSB area. The NDOT Director, or his or her designee, shall not unreasonably deny requests that provide evidence that the service business listed in the application provides necessary services to eligible property owners and businesses within the DTSB authorized area. Should the NDOT Director, or his or her designee, deny the applicant's request for reconsideration, that applicant may appeal to the Traffic and Parking Commission for reconsideration.

Section 10. DTSB Permit Program Modifications.

The NDOT Director, or his or her designee, may change the designated amount of time in which service vehicles with placards may park in loading zones, in accordance with MCL §§ 12.48.030 and 12.48.050. NDOT staff will advise the Traffic and Parking Commission, erect proper signage, and notify permittees in writing of any such adjustments.

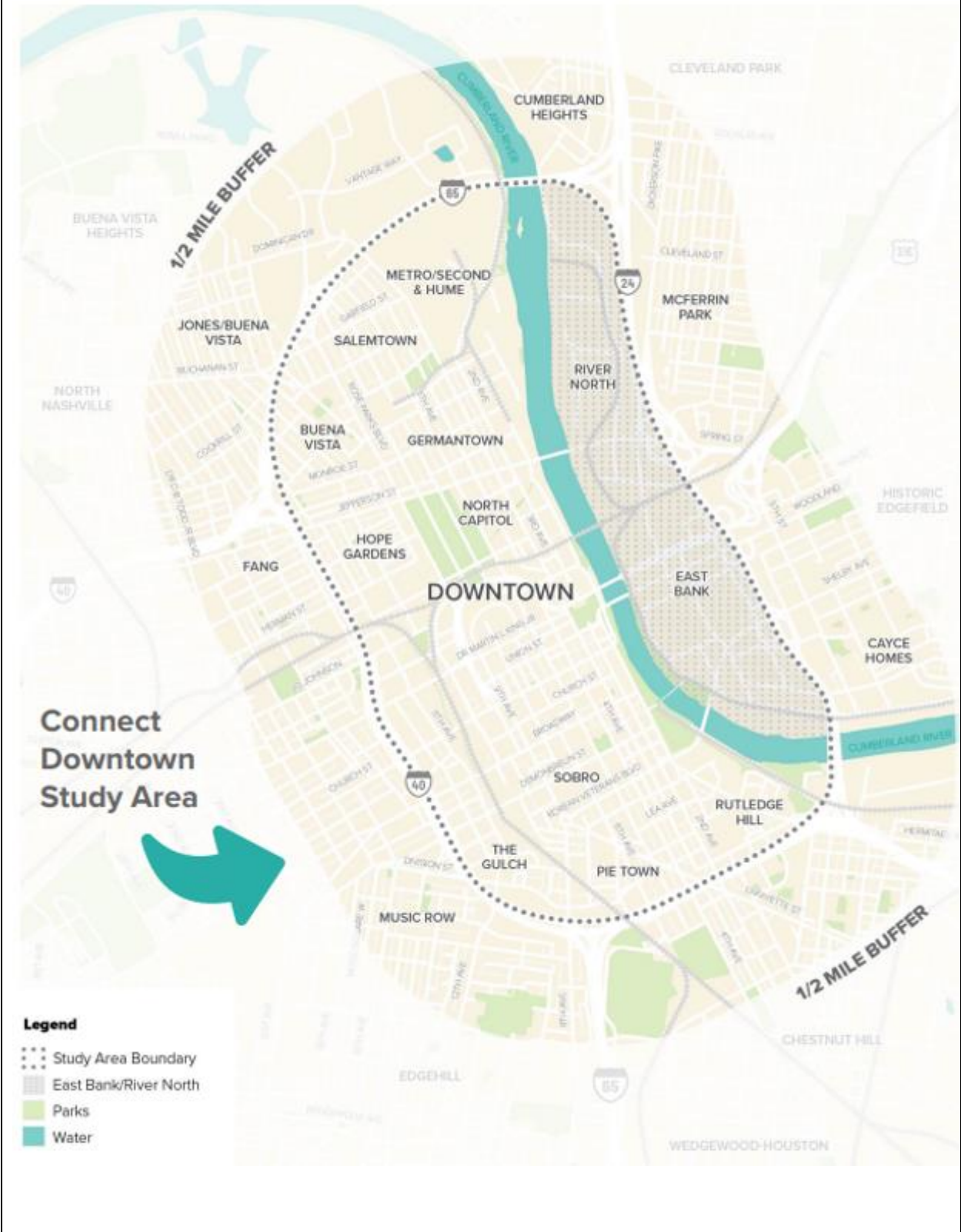
Section 11. Severability.

The provisions of these Rules and Regulations are declared to be severable and if any section sentence, clause or phrase of these Rules and Regulations shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, clauses, and phrases of these Rules and Regulations, but they shall remain in effect, it being the intent of the Traffic and Parking Commission that these Regulations shall stand notwithstanding the invalidity of any provision.

Section 12. Effective Date.

These Rules and Regulations shall take effect on the date that they are filed with the Metropolitan Clerk.

Downtown Temporary Service Business (DTSB) Permit Program Boundaries Map

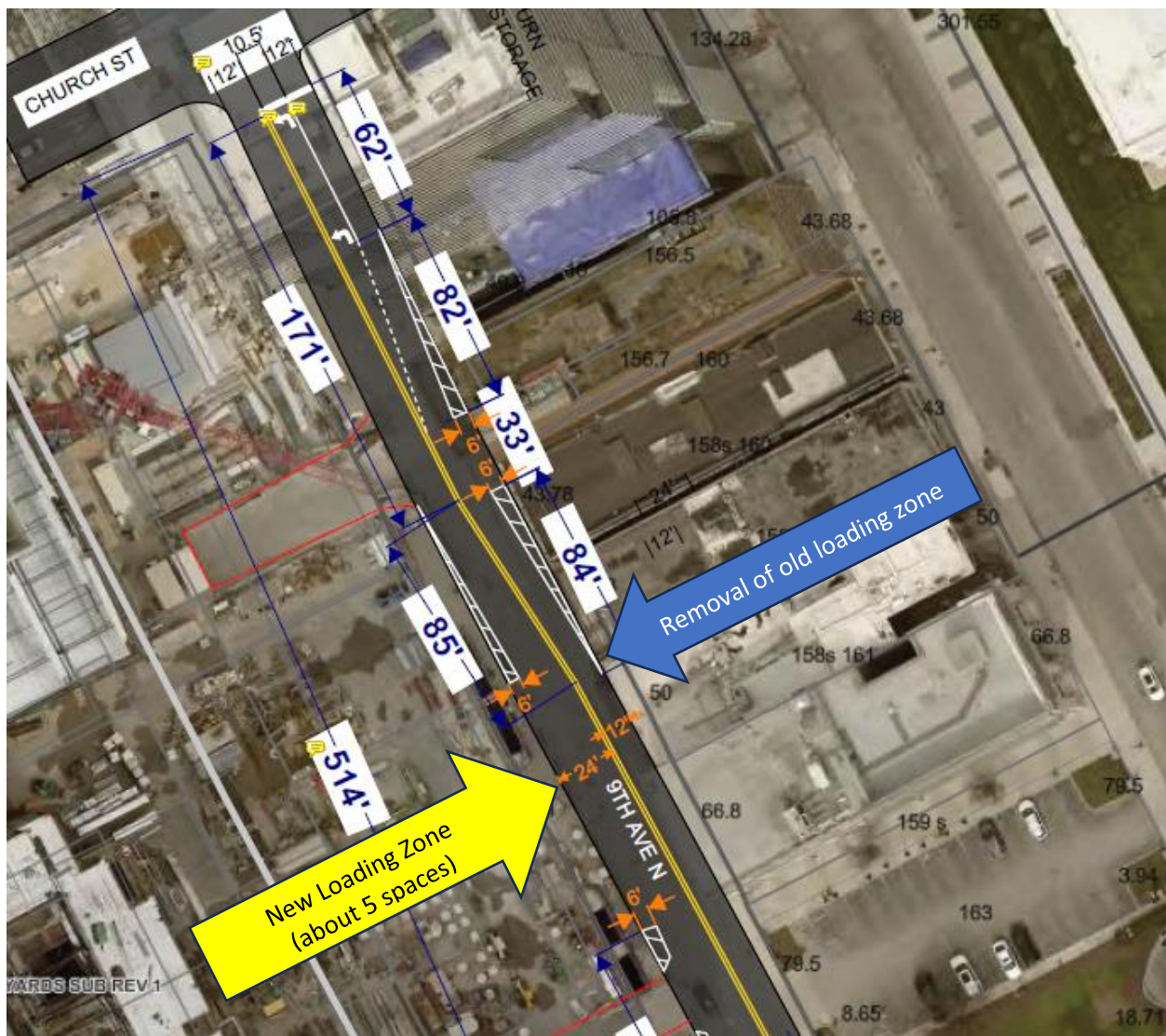


7.3 CD 19: Authorization for reconfigured Loading Zones on 9th Ave N between Commerce St and Church St, requested by NDOT.

Recommendation: Approval of new Loading Zone on west side of 9th Ave N between Commerce St and Church St, effective 4AM-4PM / 7 days, and a new Passenger Loading Zone at this location, effective 4PM-4AM / 7 days.

Removal of existing Loading Zone on east side of 9th Ave N between Commerce St and Church St.

Analysis: NDOT recommends removal of an existing loading zone on the east side of 9th Ave N between Commerce St and Church St and relocation of the loading zone to the west side of 9th Ave N. NDOT seeks a flexible curb use for daytime freight loading and nighttime passenger loading.



New Business

9.1 Change to October meeting date

Recommendation: If the Commission wishes to reschedule the October T&P meeting to avoid conflict with Metro’s fall break, then the Commission should vote on one of the alternative dates.

Analysis:

The Commission meeting scheduled for October 13, 2025, falls within Metro’s fall break. Historically, achieving quorum has been difficult if the Commission meeting falls during fall or spring break. If the Commission wishes to reschedule this meeting, this meeting venue is available on these alternative dates:

- Monday, October 6, 2025 @2:30pm – with a hard stop at 4:00pm
- Monday, October 20, 2025 @2:30pm – with a hard stop at 5:00pm
- Tuesday, October 21, 2025 @2:30pm

9.2 Commission meeting location change for July & August: MNPD East Precinct Community Room 936 E. Trinity Lane

No vote is necessary. This is a reminder that Metro will be updating the audiovisual equipment in the Sonny West Conference Room and this room will be unavailable for the July and August T&P meetings.