

Town of Thompson's Station
Municipal Planning Commission
Minutes of the Regular Meeting
Held On April 16, 2007

Commission Members Present

Brown Daniel, Chairman
Sarah Benson
Nina Cooper, Vice-Chair
Tom Evans
Marcia Franks
Millie Halvorson
George Ross

Staff Members Present

Greg Langeliers, Town Administrator
Todd Moore, Town Attorney
Doug Goetsch, Town Recorder
Lisa Stewart, Town Clerk

The regular meeting of the Municipal Planning Commission was called to order on April 16th, 2007, at approximately 7:00 p.m., at the Thompson's Station Community Center with the required quorum.

Minutes

The minutes of the March 19th, 2007, meeting were previously submitted; and were approved upon a motion by Commissioner Benson, seconded by Commissioner Ross, and passed unanimously.

Staff Announcements

Mr. Langeliers made the following announcements:

- Public Works Committee will meet on May 2nd, 2007;
- Finance Committee meeting to be scheduled.

Old Business

Mr. Langeliers gave a brief update on the following:

Design Review Commission

A consultant is working on an outline for the Design Review Commission as it relates to architectural review; and to help ensure continuity with the Design Guidelines that were adopted as a component of the Comprehensive Plan.

Submittal Process

Reminder of the change in the submittal process requiring a pre-application meeting as well as a meeting on the deadline date.

Critz Lane / Collier Engineering

There has been one meeting with Collier Engineering and they provided an initial alignment. Comments and suggestions were made and they should have another revision back to the Town by the end of next week. Discussions related to the substantial cut and fill that will be necessary, and the consideration and cost of round-abouts. When the initial alignment is received, it will be passed through the Finance Committee, Public Works Committee, and Planning Commission. There will also be a public meeting with those affected by right-of-ways and construction.

Critz Lane Sewer Collection System

The project appears to be in order and almost complete with Smith Seckman and Reid, in coordination with Wal-Mart, relating to the gravity line and the pump station.

Variance for MTEMC in Bridgemore Village Subdivision

Relating to the requirement of underground utilities, there is a section of Bridgemore Village with overhead lines already installed that would require a variance of the Subdivision Regulations. Mr. Langeliers referenced the meeting with Mayor Heron and MTEMC representatives, stating that MTEMC indicated that it was not their intention to have lines on both sides of the road, and when feasible, they will return to take down one of the two lines. A plan was distributed showing the proposed three-phase lines overhead in the Fields of Canterbury subdivision that will parallel an existing TVA line, with the remaining to be underground.

Staff's recommendation would be to grant the variance to the Subdivision Regulations for the proposed lines shown in the Fields of Canterbury, and also those already installed in Bridgemore Village; with the understanding that MTEMC will, at some point, remove one set of lines where they have electric lines on both sides of the road. They had initially proposed a line up Critz Lane and not one parallel to SR 840; however, the line proposed in the Fields of Canterbury will be to the rear of the lots and behind the homes, being the better choice of the two (2) design options.

Commissioner Franks asked if the developer would be responsible for the added expense to put the lines underground, and Mr. Langeliers stated that to be correct. He did note, however, that when the Subdivision Regulations were revised with the underground requirement, it was discussed and understood by the Commission that with major transmission lines, it would be cost prohibitive to go underground. Therefore, it was anticipated that some variances would be granted.

Commissioner Franks noted that, aesthetically, in the Fields of Canterbury the lines will not be seen by many; however, in Bridgemore Village the lines are visible from the road as well as the lots. She stated that the developers are aware of the regulations, pointing out the underground lines in Tollgate Village, and expressed concern over allowing some developers to get away with overhead lines and the Town having regulations that are not being enforced.

Mr. Langeliers explained that, unlike the Zoning Ordinance, the Subdivision Regulations are designed with a certain degree of modifications or variances anticipated; however, a variance from the Zoning Ordinance would require an approval through the Board of Zoning Appeals.

James Carbine, developer of Bridgemore Village, informed the Commission that the three-phase line that has been installed overhead is not there to serve Bridgemore Village. MTEMC's original plan was to go up the other side of the road to loop the substations together. When the plat was recorded for Bridgemore Village, a public utility easement was created on the open space; therefore when the neighbors complained about the line on their properties, MTEMC chose to put it on the Bridgemore Village side of the road. He stated that he asked MTEMC not to put the lines overhead, but then they wanted to take out the tree-line. Mr. Carbine noted that it was specified in the approvals that the tree-line remain, so they asked that MTEMC move inside the tree-line to the public utility easement.

Commissioner Franks suggested checking with MTEMC on what the costs would be to put those lines underground.

Commissioner Ross asked if this should be reviewed by the Public Works Committee and a recommendation be made from them to the Planning Commission. Mr. Langeliers stated that, generally speaking, the Subdivision Regulations are the purview of the Planning Commission, rather than another legislative body. He noted that this item is not on the agenda, so it can be discussed and brought back for consideration on next month's agenda with an approximate cost of putting the existing line underground. Commissioner Ross stated he would like more information before making a decision.

Commissioner Franks pointed out that neither developer is on the agenda requesting a variance at this time. Mr. Langeliers stated that they have asked about a variance, but have not been put on the agenda until more information could be obtained from MTEMC. At that time, a variance will need to be granted or the Subdivision Regulations will need to be enforced; unless this Commission is not comfortable with either option, then specific criteria could be considered.

Chairman Daniel surmised that the proposed line along SR 840 does not seem to be of great concern; however, the existing line in Bridgemore Village is the bigger issue. He suggested getting a cost on the underground lines to be brought back for consideration next month.

Commissioner Ross stated that if going overhead will alleviate some of the costs, then MTEMC may be more inclined to return to remove one of the two lines on Critz Lane. He pointed out that it is in open space behind a tree-line; and the proposed line in Fields of Canterbury will be buffered along SR 840.

Commissioner Ross made a motion that a variance be granted to the proposed section of lines along SR 840 and the existing section of overhead lines on Critz Lane; and that the variance for the Bridgemore Village section be determined after more information is available. Commissioner Benson seconded the motion, which passed 6 - 1, with Commissioner Halvorson voting no.

Subdivision Regulations

Mr. Langeliers stated that he hopes to get those out under separate cover by the end of next week for the Commission to review before discussion at the next meeting.

Pecan Hills Cul-de-sac

Mr. Langeliers pointed out that for approximately a year, it has been discussed what to do, or not do, at the cul-de-sac on Brenda Street. The construction to cut out the cul-de-sac is under way and appears to be going well.

Pecan Hills Speed Bump

Mr. Langeliers stated that it has been requested that some type of traffic calming device be installed on Brenda Street to control the speeding in that area. He suggested the Town's Engineer determine the best option, type, and placement after discussing the options with the neighbors to be affected. Mr. Langeliers did point out that should the cost exceed \$2,500, it will have to be approved by the Board of Mayor and Aldermen.

After discussion, Commissioner Franks made a motion, seconded by Commissioner Evans, that the Town Engineer determine the placement and type of traffic calming device to be used; to be funded by the Town with a cost not to exceed \$2,500. The motion passed 6 - 0 - 1, with Commissioner Halvorson recusing herself.

TOLLGATE VILLAGE, Phase / Section 10 - Residential:

Item 1 - Preliminary Plat

Mr. Langeliers reviewed the report, recommending approval. He pointed out that this was originally approved by Williamson County Board of Commissioners as one of the first overlay districts and their re-zoning language granted a lot of authority to move ahead with construction plans, etc., with the exception of the preliminary plat. Mr. Langeliers stated this to be more of a record keeping procedure to ensure this approval prior to a final plat approval.

Commissioner Benson made a motion to accept and approve Staff's recommendation. Commissioner Ross seconded the motion, which passed 6 - 0 - 1, with Commissioner Franks recusing herself.

Item 2 - Final Plat

Mr. Langeliers reviewed the report, recommending approval pending the posting of performance bonds via irrevocable letters of credit for the following:

1. Roads, drainage and erosion control: \$ 300,000;
2. Sewer collection system: \$ 200,000; and
3. Landscaping: \$ 40,000.

After discussion, Commissioner Evans made a motion, seconded by Commissioner Cooper, to accept and approve Staff's recommendation. The motion passed 6 - 0 - 1, with Commissioner Franks recusing herself.

TOLLGATE VILLAGE, Phase / Section 40, Lot 1 – Non-Residential:

Item 3 - Preliminary Plat

Mr. Langeliers reviewed the report, recommending approval.

Commissioner Ross made a motion to accept and approve Staff's recommendation. Commissioner Halvorson seconded the motion, which passed 6 - 0 - 1, with Commissioner Franks recusing herself.

Item 4 - Final Plat

Mr. Langeliers reviewed the report, recommending approval pending the posting of performance bonds via irrevocable letters of credit for the following:

1. Roads, drainage and erosion control: \$ 0 (no roads associated with this plat);
2. On- and Off-Site Sewer collection system: \$ 400,000; and
3. Landscaping: \$ 0 (will be addressed with Site Plan later on this agenda).

Mr. Langeliers pointed out that an avenue has not been defined in getting to the proposed pump station for this lot and the force main. He suggested as a fourth contingency, that in addition to this bond, legal easements be recorded to get the sewer lines from these lots to the pump station and the force main to the platted and bonded portion of this subdivision.

After discussion, Commissioner Evans made a motion, seconded by Commissioner Benson, to accept and approve Staff's recommendation with the above noted # 4 contingency. The motion passed 6 - 0 - 1, with Commissioner Franks recusing herself.

SINGLE LOT SITE PLANS – NON-RESIDENTIAL:

Item 5 - Tollgate Village Amenity Area

Mr. Langeliers reviewed the report, recommending approval pending the following:

1. Evidence that an ARAP permit has been obtained for the creek crossing;
2. Calculation of the number of sewer taps required for the proposed use; and
3. The recording of the final plat establishing this portion of the common open space.

Commissioner Cooper asked if Mr. Cotton has been contacted regarding access to his property. Mr. Langeliers commented that the lack of access was created by someone other than the Town or developer, and he has been told that Mr. Cotton is negotiating and / or litigating the matter with Williamson County School System. He wanted to bring it to the Commission's attention since it was previously indicated on this final plat.

Discussion followed regarding this having been a unique situation since it's approval by Williamson County; and the dealings with the Williamson County School System.

After further discussion, Commissioner Benson made a motion to accept and approve Staff's recommendation. Commissioner Evans seconded the motion, which passed 6 - 0 - 1, with Commissioner Franks recusing herself.

Item 6 - Tollgate Village Building # 1 – Mixed Use

Mr. Langeliers reviewed the report, recommending approval pending the following:

1. The approval of the preliminary plat covering this lot;
2. The posting of a performance bond for the sewer in the amount of \$400,000;
3. The establishments of easements or rights-of-way for necessary sewer service improvements;
4. The recording of the final plat for the subject lot; and
5. The posting of a performance bond in the amount of \$40,000 for proposed landscaping improvements.

Mr. Langeliers also referenced the elevation picture distributed relative to the proposed architecture. He also pointed out that the \$400,000 bond for sewer is the same bond as referenced in item # 4 and that the bond needs only to be posted once (either / or).

Discussion followed regarding the proposed medical center.

Commissioner Ross made a motion, seconded by Commissioner Benson, to accept and approve Staff's recommendation. The motion passed 6 - 0 - 1, with Commissioner Franks recusing herself.

REVISION TO FINAL PLAT – NON-RESIDENTIAL:

Item 7 - Heritage Commons, lots 14 and 15, located on Traders Way.

Mr. Langeliers reviewed the report, recommending approval pending the adding of “and public utility” to the hatched drainage easement portion of the plat to read “drainage and public utility easement”. He noted that lot 14 has been assimilated into lot 13, leaving lots 15, 18, and 19.

Commissioner Cooper expressed concern over the traffic due to the schools and suggested connectivity to allow traffic to cut through different roads.

Mr. Langeliers pointed out the grant proposals being pursued for walkways, trailways, etc.; and suggested consideration of fencing the school property to lessen the chance of children getting into the streets.

Town Recorder Goetsch pointed out the chart indicating ownership of the various lots, and the Town is not shown as owners of lots 8 and 17, which have been deeded to the Town. Mr. Langeliers stated that will need to be another contingency to be corrected on the revision. He also suggested checking the deed information on lot 7 as well.

Commissioner Franks made a motion to accept and approve Staff's recommendations, with the corrections as needed indicated above. Commissioner Evans seconded the motion, which passed unanimously.

REVISION TO FINAL PLAT – RESIDENTIAL:

Item 8 - Pecan Hills, lot 229, located at 2817 Stacey Street.

Mr. Langeliers reviewed the report, recommending approval pending approval and signature from Williamson County Department of Sewage Disposal Management.

Commissioner Benson made a motion, seconded by Commissioner Ross, to accept and approve Staff's recommendation. The motion passed by unanimous vote.

UPDATES FROM STAFF:

Pecan Hills Cul-de-sac

Mr. Langeliers stated that the work on the cul-de-sac was started on April 10th, 2007, and is going well.

Pecan Hills Pond

Staff is still in communication with the Town Attorney and the homeowners of the pond to determine how to continue with the work proposed.

NEW BUSINESS:

Mr. Langeliers referenced the letter from H.B. & T.S. regarding water conservation and for the Town to possibly consider implementing a permitting procedure for irrigation system installations. This was also presented to the Public Works Committee for their consideration.

Commissioner Franks expressed a concern regarding how citizens are notified of various changes, re-zonings, etc. by the Town. She realizes it is posted on the Town website, but is concerned that not everyone has access to the web, and referenced certified mail being sent in other cities to citizens that would be affected.

Mr. Langeliers stated that it needs to be determined specifically when and what situation would require notification. He noted that, when public hearings are required, there are signs posted at the property, mail-outs to adjacent property owners, newspaper ads, etc. Mr. Langeliers noted it can be added to the Subdivision Regulations should this body so choose.

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There being no further business, the meeting was adjourned at approximately 8:30 p.m.

Signed: _____
Brown Daniel, Chairman

Attest: _____
Tom Evans, Secretary

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