

**Town of Thompson's Station
Municipal Planning Commission
Minutes of the Regular Meeting
Held On August 26, 2008**

Commission Members Present

Nina Cooper, Vice-Chair
Sarah Benson
Tom Evans
Millie Halvorson

Staff Members Present

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

The regular meeting of the Municipal Planning Commission was called to order by Vice-Chair Cooper on August 26th, 2008, at approximately 7:00 p.m., at the Thompson's Station Town Hall with the required quorum. Chairman Daniel and the following Commissioners were unable to attend: Marcia Franks and George Ross.

Minutes:

The minutes of the July 22nd, 2008 meeting were previously submitted and were approved unanimously upon a motion by Commissioner Benson, seconded by Commissioner Evans.

Staff Announcements:

Mr. Langeliers noted that the current zoning ordinance references a residential business option that is making the process more tedious than it should be and needs updating. Staff is working to modify the regulations to cover a home occupation or expansion of a home occupation to be approved at Staff level. A draft should be ready for the Commission's input at the next meeting.

Old Business:

Commissioner Evans noted the status of the feasibility / market study was questioned at last month's meeting and asked if there was any change. Mr. Langeliers stated that he e-mailed Mr. Gross a requested reminder after the last meeting and has not received a response from him.

LETTERS OF CREDIT:

Vice-Chair Cooper asked if the following letters of credit could be considered as a whole, since they're all for Tollgate Village. Mr. Moore, Town counsel, stated that this body can make a motion to hear them together.

Commissioner Benson made a motion, seconded by Commissioner Evans, to consider the Letters of Credit collectively. The motion passed by unanimous vote.

Item 1 - Tollgate Village, Section 1, containing 25 lots located on Americus Drive, Vinita Drive, Natoma Circle, and Tollgate Boulevard:
\$ 100,000 for Roads, Drainage, and Erosion Control.

Item 2 - Tollgate Village, Section 2, containing 30 lots located on Americus Drive, Ashmore Drive, Natoma Circle, and Vinita Drive:
\$ 90,000 for Roads, Drainage, and Erosion Control.

Item 3 - Tollgate Village, Section 3, Road Right-of-Way connecting Americus Drive to Columbia Pike:
\$ 65,000 for Roads, Drainage, and Erosion Control.

Item 4 - Tollgate Village, Section 4, containing 55 lots located on Americus Drive, Wareham Drive, and Colebrook Drive:
\$ 90,000 for Roads, Drainage, and Erosion Control.

Mr. Langeliers reviewed the reports, recommending an extension of all letters of credit in their current amounts to be reviewed in one year. He noted that he checked with the developer about combining the above letters of credit into one, but the developer preferred they remain separate because of build-out variables.

After further discussion, Commissioner Benson made a motion to accept and approve Staff's recommendation. Commissioner Evans seconded the motion, which passed unanimously.

OTHER:

Item 5 - Ordinance 08-017 Amending Section 5500 of the Zoning Ordinance "Sign Standards".

Mrs. Deats outlined the latest changes to the document, noting that this will be presented to the Board of Mayor and Aldermen again.

Various commissioners expressed their appreciation for Staff's work on the document; and all were in agreement on the changes noted.

Item 6 - Ordinance 08-008 Adopting the Updated Design Review Guidelines.

Mr. Langeliers reviewed the latest modifications, adding that this document will also go before the Board of Mayor and Aldermen again.

Discussion followed regarding slope design alternatives, retention / detention pond designs and their locations in the proposed project, and stormwater regulations.

UPDATES FROM STAFF:

Mr. Langeliers made the following updates:

- Phase 1 of the sewer is hoped to begin next week;
- Construction plans for the culverts on Thompson's Station Road West are complete and bid packets are going out, to be returned September 11th; and
- Town Engineers suggested considering a three-way stop at the corner of Dean Road and Thompson's Station Road West.

NEW BUSINESS:

There was none at this time.

There being no further business, the meeting was adjourned at approximately 7:23 p.m.

Signed: _____
Brown Daniel, Chairman

Attest: _____
Tom Evans, Secretary

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