

**Minutes of the Meeting**  
**of the Municipal Planning Commission**  
**of the Town of Thompson's Station, Tennessee**  
**January 24, 2017**

**Call to Order:**

The meeting of the Municipal Planning Commission of the Town of Thompson's Station was called to order at 7:00 p.m. on the 24<sup>th</sup> day of January at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Chairman Jack Elder; Vice Chairman Mike Roberts; Commissioner Ben Dilks; Commissioner Sarah Benson; Commissioner Don Blair; Town Planner Wendy Deats; Town Administrator, Joe Cosentini; Town Attorney Todd Moore and Town Clerk, Jennifer Jones. Commissioner Debra Bender was absent. Commissioner Darren Burress resigned his position, and the Mayor appointed Commissioner Trent Harris as his replacement.

**Pledge of Allegiance.**

**Election of Chairman/Vice – Chairman:**

**Commissioner Benson made a motion to continue with the current Commission as it stands. The motion was seconded and carried by all.**

**Minutes:**

The minutes of the November 15, 2016 meeting were previously submitted.

**Commissioner Roberts moved for approval of the November 15, 2016 meeting minutes. The motion was seconded and carried unanimously.**

**Introduction:**

Mrs. Deats introduced new Planning Commissioner Trent Harris.

**Public Comment:**

Jordan Bryant – 2016 Bungalow Dr. – Voiced concerns regarding the letter that Tollgate Residents received from MBSC (Daniel Gluck).

Larry Simmons – 3116 Hazelton – Voiced concerns regarding the light at Tollgate Village, with the Developer (MBSC), with the (lack of) secondary entrance to Tollgate Village, and the streets within Tollgate Village.

**Town Planner Report:**

Mrs. Deats updated the Commission on the following:

- Design Guidelines – PlaceMakers has prepared a revised draft of the Design Guidelines that will be reviewed and ultimately adopted by the Design Review Commission. Mrs. Deats requested any comments be sent to her.
- General Plan Update – The Board of Mayor and Aldermen have requested a work session to begin the process of revising our General Plan.
- Two Farms - The referendum was completed in December 2016 and is annexed into the Thompson's Station municipal boundary. The applicant will still be required to go through the zoning and concept plan process.

- SIA/Mars Project – TDOT is currently on schedule.

**Unfinished Business:**

None

**New Business:**

**2. Final plat for phase 15 of Tollgate Village (FP 2017-001).**

Mrs. Deats reviewed her report and recommended that the Planning Commission defer the application for final plat for Phase 15 of Tollgate Village to allow the developer to:

- Revised the traffic study so that it provides “a specific scope being a schedule of improvements for traffic mitigation including a secondary access shall be reviewed and approved by the Town.” In addition, the plat does not provide for the construction of a secondary access as shown on the approved site development plan and the developer does not have the ability to access Declaration Way at this time. Therefore, any consideration for access to Declaration Way must be coordinated with Williamson County Schools and agreement for access reached.
- Obtain TDOT approval for intersection including the traffic signal at Columbia Pike/Tollgate and the turn lane.

Mr. George Dean, attorney for MBSC, came forward to speak on behalf of the applicant. Mr. Brandon Baxter with Ragan Smith, came forward to speak about the secondary entrance. Mr. Bryan Rowe, with Henry and Wallace came forward to speak on behalf of the applicant.

**After discussion, Commissioner Dilks made a motion to deny the Final Plat for Phase 15 of Tollgate Village based on the following contingencies not being met: 1. A development agreement not being reached, 2. A secondary access point not being identified, and 3. A bond not being issued for the traffic signal at Tollgate to ensure completion of the signal. The motion was seconded and failed by a tied vote with Commissioners Dilks, Benson and Blair voting for, and Commissioners Elder, Roberts and Harris voting against.**

**After further discussion, Commissioner Roberts made a motion to accept Staff’s recommendation to defer the final plat of Tollgate Village. The motion was seconded and carried by a vote of 4 to 2 with Commissioners Dilks and Blair casting the opposing vote.**

**3. Preliminary Plat for Phase 16 to create 105 single family lots, six open space lots and the removal of eight trees exceeding 24 inches in diameter (PP 2017-001).**

Mrs. Deats reviewed her staff report and recommended that the Planning Commission deny the application for preliminary plat and tree removal for Phase 16 of Tollgate Village for the following reasons:

- There are no completed public roads to access this phase of the development and no sureties in place to guarantee that such infrastructure will be completed. The Planning Commission previously suspended all future plat approvals within Tollgate until this issue was resolved.
- The plat does not provide for the construction of a secondary access as shown on the approved site development plan and the developer does not have the ability to access Declaration Way at this time. The proposed traffic study does not adequately address the issue of when a secondary access should

be required to be installed. Based on the most recently approved traffic study, a secondary access should be installed prior to final plat approval for Phase 16.

- It has not been determined whether the existing wastewater infrastructure in Tollgate can support this phase of the development.

Mr. Brett Smith with Ragan Smith came forward to speak on behalf of the applicant.

**After discussion, Commissioner Roberts made a motion to accept Staff's recommendation for denial. The motion was seconded and carried unanimously.**

**4. Preliminary plat for Phase 17 to create 71 single family lots, five open space lots and the removal of seven trees exceeding 24 inches in diameter (PP 2017-002).**

Mrs. Deats reviewed her staff report and recommended that the Planning Commission deny the application for preliminary plat and tree removal for Phase 17 of Tollgate Village for the following reasons:

- There are no completed public roads to access this phase of the development and no sureties in place to guarantee that such infrastructure will be completed. The Planning Commission previously suspended all future plat approvals within Tollgate until this issue was resolved.
- The plat does not provide for the construction of a secondary access as shown on the approved site development plan and the developer does not have the ability to access Declaration Way at this time. The proposed traffic study does not adequately address the issue of when a secondary access should be installed prior to final plat approval for Phase 1.
- It has not been determined whether the existing wastewater infrastructure in Tollgate can support this phase of the development.

Mr. Brett Smith with Ragan Smith came forward to speak on behalf of the applicant.

**After discussion, Commissioner Blair made a motion to accept Staff's recommendation for denial. The motion was seconded and carried unanimously.**

**1. Land Development Ordinance Amendments (Zone Amend 2017-001).**

Mrs. Deats reviewed her staff report and recommended that the Planning Commission recommend to the Board of Mayor and Aldermen the Staff initiated amendments to the Land Development Ordinance (amended to exclude all sign related amendments, including Section 4.17.2e, Section 4.17.4eii, Table 4.25 and Section 4.17.6j).

**After discussion, Commissioner Roberts made a motion to accept all Staff recommended amendments as modified, excluding all sign related amendment, including Section 4.17.2e, Section 4.17.4eii, Table 4.25 and Section 4.17.6j). The motion was seconded and carried by all.**

Mrs. Deats and Mr. Cosentini reviewed the Board of Mayor and Aldermen requested LDO Amendments, in sections 1.2, 1.22, 1.2.3, 1.2.8 and 1.3 as follows below:

**Add these three bullets**

***g. Development should occur with a balanced mix of residential and commercial products to positively affect the Town's economy by increasing sales tax revenue.***

*h. Residential development should include both a balanced and diverse mix of housing products to positively affect the Town's economy by increasing local retail opportunities and growing the tax base.*

*i. It is the Town's desire that non-modular single-family detached units remain the primary dwelling type.*

#### 1.2.3. The community

##### **Modify the following bullet**

e. Within neighborhoods, a *balanced* range of housing types should be provided to accommodate diverse ages and incomes *and positively affect the Town's economy by increasing local retail opportunities and growing the tax base.*

#### 1.2.8. Subdivision Regulations

##### **Modify the following bullet**

a. That future growth and development in the Town should be performed in an orderly, *balanced*, incremental and predictable manner, in accordance with the General Plan, as adopted and amended.

#### 1.3 Definitions

##### **Modify the following definition**

Mixed Use: multiple functions within the same building through superimposition or adjacency, or in multiple buildings by adjacency, or at a proximity determined by warrant. *Residential functions within a mixed use building shall not exceed 66.67% of the total use.*

##### **Modify the following definition**

Mixed Use Building: Residential use combined with commercial use within the same building through superimposition or adjacency. This building type is urban in character and frequently is a multi-story building with residential uses above commercial uses. *Residential uses within a mixed use building shall not exceed 66.67% of the total use.*

**Commissioner Blair made a motion to define a mixed use building as accommodating a mix of uses with 1/3 being commercial and 2/3 being housing. Commissioner Blair then amended his motion to accept the definition as written of mixed used building. The motion was seconded and carried by all.**

**Commissioner Dilks then made a motion to recommend to BOMA that the items other than the definition of mixed use building outlined in the Staff Report with comments to be handled as part of a larger discussion with the General Plan. The motion was seconded and carried by all.**

Commissioner Dilks then reviewed the following recommendation:

**Modify the following bullets**

- a. The resource inventory map must identify all non-invasive trees of **18** inches in caliper ... from the Planning Commission for all trees **18** inches in caliper ...
- b. ... which shall document all trees that are **18** inches or greater ...

**Commissioner Benson made a motion to accept the 18 inches or greater definition. The motion was seconded and carried by all.**

Commissioner Dilks reviewed the following recommendation:

**Change wording in paragraph**

5.3.1 Amendments to the Ordinance

No change or departure from the text or maps of this ordinance shall be made, unless such amendment be first submitted to the Planning Commission *for review and recommendation. The Town Administrator shall ensure no amendment proposal takes longer than forty (40) days between the time it is submitted to the Town and the time it is reviewed by the Planning Commission. After Planning Commission review and regardless of recommendation [approve, disapprove, or no recommendation], the Town Administrator shall ensure the first Public Hearing of the amendment proposal takes place during the next Town Board of Mayor and Aldermen meeting.*


Before finally adopting any such amendment ...

**Commissioner Dilks made a motion to accept proposed amendment 5.3.1. The motion was seconded and carried by all.**

There being no further business, Commissioner Benson made a motion to adjourn. The motion was seconded and the meeting was adjourned at 8:50 p.m.

Attest:

  
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Don Blair, Secretary

  
\_\_\_\_\_  
Jack Elder, Chairman

