

Minutes of the Meeting
of the Municipal Planning Commission
of the Town of Thompson's Station, Tennessee
March 23, 2021

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 23rd day of March 2021 via electronic means under the authority of the Governor's Executive Order related to public meetings during the COVID-19 emergency with the required quorum.

The following statement was read by Planning Chairman Trent Harris:

Hello and welcome to this the March 23, 2021, Planning Commission meeting for the Town of Thompson's Station.

Pursuant to the Guidance from the Office of the Comptroller for the State of Tennessee and in accordance with Governor Lee's Executive Order # 60 (which was previously extended by Executive Order # 16, 34, and 51): due to the treatment and containment of COVID-19.

This Town of Thompson's Station Planning Commission meeting, with notice, is being held virtually and being recorded to protect the public health, safety, and welfare of the Citizens of Thompson's Station in light of the coronavirus and to continue to allow the Town to function and operate.

Further, it is the desire of the Planning Commission to include this determination in the minutes for this meeting.

We understand that we, the Thompson's Station Planning Commission, serves the Town of Thompson's Station, which is why we are currently recording this virtual meeting, broadcasting it live for public viewing and uploading and preserving it for future viewing.

A recording of this meeting will be available on the Town of Thompson's Station's web site at thompsons-station.com within 24 hours of this meeting.

Members and staff virtually present were: Chairman Trent Harris; Alderman Shaun Alexander; Commissioner Luis Parra; Commissioner Tara Rumlper; Commissioner Sheila Shipman; Commissioner Bob Whitmer; Commissioner Kreis White; Town Planner Micah Wood; Planning Technician Jennifer Banaszak; IT Coordinator Tyler Rainey and Town Attorney Andrew Mills.

Also present were Mark Merrill and Troy Gardner with Ragan Smith, applicants 1 and 2; David McGowan, applicant 2.

Minutes:

The minutes of the February 23, 2021 regular meeting were presented. Changes noted were adding Commissioner White as present and Mr. Woods title changed from Interim Town Planner to Town Planner.

Commissioner White made a motion to approve the February 23, 2021 meeting minutes with amendments as noted. A roll call vote was taken.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea

Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Yea
Commissioner Whitmer	Yea				
Yea	7	Nay	0	Abstain	0

Public Comment:

None

Town Planner Report:

None.

AGENDA ITEMS:

- 1. Avenue Down Subdivision Final Plat – Section 1 for the creation of 36 single family lots and 4 open space lots located along Otterham Drive and Avenue Downs Drive.**

Mr. Wood reviewed his report and recommends approval based on conformance with the Land Development Ordinance with the following contingencies:

1. The Town shall work with the Developer to install the Clayton Arnold Pedestrian Connection Project and the Greenway Phase 3 Project, as those engineered design plans are finalized. The Town shall coordinate with the Developer on final design plans and shall include funding for the cost difference in the 5-foot sidewalk along Clayton Arnold Road and the-8 foot asphalt trail that forms the Phase 3 Greenway connection across Open Spaces 199.
2. Prior to issuance of building permits or occupancy, all necessary sewer connections to the system shall be completed and shall pass any necessary testing.
3. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$690,000 for roadways, drainage and erosion control with automatic renewal.
4. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$482,000 for sanitary sewer with automatic renewal.
5. As built drawings shall be required for the drainage and sewer system with a letter from the Design Engineer that they are constructed per the approved drawings and functioning as intended

Mark Merrill with Ragan Smith was present to answer questions on behalf of the applicant.

After discussion, Commissioner Whitmer moved to approve Item 1, Avenue Downs Subdivision Final Plat, Section 1 for the creation of 36 single family lots and 4 open space lots located along Otterham Drive and Avenue Downs Drive with Staff recommended contingencies. The motion was seconded and carried by a roll call vote.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Yea
Commissioner Whitmer	Yea				
Yea	7	Nay	0	Abstain	0

2. Tollgate Village Subdivision Concept Plan – Phase 2B for discussion of 232 proposed residential units and up to 60,000 square feet of commercial development.

Mr. Woods noted that this Item is for discussion only and no vote will be taken.

Troy Gardner with Ragan Smith and David McGowan with Regent Homes were present to answer any questions.

BOND ACTIONS/REPORT

3. Bond Report

a. Bridgemore 6A RDEC Maintenance Bond Release

Mr. Wood reviewed his report and recommended that the Planning Commission recommend to the BOMA to release the maintenance surety for roads, drainage and erosion control and approve the acceptance of the public improvement for Bridgemore Village, section 6A.

After discussion, Commissioner White made a motion to recommend to the BOMA to release the maintenance surety for roads, drainage and erosion control and approve the acceptance of the public improvement for Bridgemore Village, section 6A.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Yea
Commissioner Whitmer	Yea				
Yea	7	Nay	0	Abstain	0

b. Bridgemore 6B RDEC Maintenance Bond Release

Mr. Wood reviewed his report and recommended that the Planning Commission recommend to the BOMA to release the maintenance surety for roads, drainage and erosion control and approve the acceptance of the public improvement for Bridgemore Village, section 6B.

After discussion, Commissioner White made a motion to recommend to the BOMA to release the maintenance surety for roads, drainage and erosion control and approve the acceptance of the public improvement for Bridgemore Village, section 6B.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Yea
Commissioner Whitmer	Yea				
Yea	7	Nay	0	Abstain	0

c. Update on long held bonds –

Mr. Wood is still reviewing all bonds with the Town and is bringing them forward as he updates them.

PLANNING COMMISSION ANNUAL MEETING & BYLAWS UPDATE

4. Revision to the Planning Commission Bylaws, last amended July 2017

Mr. Wood reviewed his memo regarding the bylaw updates and proposed the following revisions:

- Change the monthly meeting time from 7 pm to 6 pm
- Delegate the Planning Commission Secretary functions to Town Staff
- Create a more detailed submittal and review cycle for Planning Commission submittals

After discussion, Commissioner Shipman made a motion to approve all revisions recommended by Staff.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Nay
Commissioner Whitmer	Yea				
Yea	6	Nay	1	Abstain	0

5. Annual Meeting:

a. Elections of Officers –

i. Chair

Commissioners White, Rumpler and Shipman nominated Commissioner Harris to remain Chairman.

Roll Call Vote:

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	Yea
Commissioner Whitmer	Yea				
Yea	7	Nay	0	Abstain	0

ii. Vice Chair

Commissioner Shipman was nominated by Alderman Alexander. Commissioner Parra was nominated by Commissioner Rumpler. Commissioner Whitmer was nominated by Commissioner Shipman.

Commissioner White moved to cease nominations.


	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris - Whitmer		Commissioner Parra - Shipman		Alderman Alexander - Shipman	
Commissioner Shipman - Whitmer		Commissioner Rumpler - Parra		Commissioner White - Whitmer	
Commissioner Whitmer - Whitmer					

After a roll call vote, Commissioner Shipman received two votes; Commissioner Parra received one vote and Commissioner Whitmer received three votes. Commissioner Whitmer will remain Vice Chair.

There being no further business, the meeting was adjourned at 8:12 p.m.



Trent Harris, Chairman

Attest: 

Shaun Alexander, Secretary

