

Minutes of the Meeting
Of the Municipal Planning Commission
Of the Town of Thompson's Station, Tennessee
March 26, 2013

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 26th day of March, 2013, at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: George Ross, Chair; Tom Evans, Secretary; Carl Hubert, Commissioner; Sarah Benson, Commissioner; Willis Gilliam, Commissioner; Brad Wilson, Commissioner; Jack Elder, Commissioner; Greg Langeliers, Town Administrator; Wendy Deats, Town Planner; Doug Goetsch, Town Recorder; Richard King, Building Official, Todd Moore, Town Attorney; and Leah Rainey, Town Clerk.

Minutes:

The minutes of the February 26, 2013 meeting were previously submitted. Commissioner Benson moved for approval of the minutes as submitted. Commissioner Hubert seconded and the motion carried unanimously.

Announcements by Staff:

Mr. Langeliers reported that the 150th anniversary of the Battle of Thompson's Station event on March 9 had a great turnout of approximately 6,000 people.

He said the town was beginning work on extending sewer to the old town area. It seemed there was a bit more rock than previously anticipated, but the project was underway and was going well.

Mrs. Deats said the town had received one bid on the welcome signage and would be moving forward on that soon.

Old Business.

Mrs. Deats said the construction access plan for Canterbury has been submitted and was on file for review if anyone would like to see it. There was a new construction access that would be used going forward.

Mrs. Deats said Forrest Landscaping had submitted plans to TDOT and was awaiting response. Mr. Langeliers said staff would follow up with TDOT to confirm the plans were received.

Commissioner Evans asked for an update on the impact fee study.

Mr. Langeliers said he was in the process of doing a rough evaluation of what the town's needs are for road maintenance, including correcting alignments, retopping, shoulders and ditching, etc. Once a basis was established, he would work with Town Counsel to update the current ordinance and then move forward with a more involved study.

Commissioner Hubert suggested that the fee model be constructed in such a way that it could account for fluctuation in the cost of materials.

LETTERS OF CREDIT:

1. Letter of Credit \$50,000 for Landscaping Improvements at Mars Nutro Campus

Mr. Langeliers said that staff recommended extending this in its current amount for another year.

Commissioner Hubert moved to accept staff's recommendation to extend the letter of credit for one year. Commissioner Benson seconded and the motion carried unanimously.

FINAL PLAT:

2. Final Plat to create 18 single-family lots within Section 13B of Tollgate Village (File: 1-D-13-003)

Mrs. Deats said the open space was previously accounted for in Section 13A. She recommended approval with the contingency that, prior to recordation of this final plat, a letter of credit be added to this project in the amount of \$25,000 for roads.

After discussion, Commissioner Wilson moved for approval. Commissioner Benson seconded and the motion carried unanimously.

SITE PLAN REVIEW:

3. Site Plan for review of 38 townhomes on 3.76 acres within Sections 6 and 33 of Tollgate Village (File: 1-B-13-002)

Mrs. Deats said reviewed the plans provided in the packet. She said the architecture plans and landscaping plans had been submitted and staff had no concerns but would be requesting some additional landscaping due to elevation changes. This would be discussed at the Design Review Commission meeting on Thursday, March 28 at 2:00 at Town Hall. She noted that staff was requesting sidewalks be installed along Newark Lane and Newark Court prior to occupancy. She also said a pre-installation landscaping meeting would be required, as well as a letter of credit for landscaping in the amount of \$25,000 and an additional letter of credit for roads in the amount of \$10,000.

Charlie Phillips with Phillips Builders and Brett Smith of Ragan-Smith Associates gave an overview of the plans for the townhomes. Mr. Smith said the sidewalks they were proposing from Bungalow Drive to Building 7 would allow every unit access to a public street. He said he agreed with staff's other recommendations.

Commissioner Wilson said he would like to see some landscaping along Americus Drive between Buildings 4 and 5 to screen the backs of patios, and behind building 6 to buffer light flooding across the street. He also discussed irrigation along the public rights of way.

Mrs. Deats noted that landscaping would be further discussed at the DRC meeting on Thursday, and placement would be specified at the pre-installation meeting.

Commissioner Wilson asked who would be responsible for the lawn maintenance for the townhomes. Mr. Smith said there would be a separate, sub-HOA created to care for the common ground around the townhomes.

After discussion, Commissioner Wilson moved to approve the site plan with the following conditions: 1) prior to occupancy, sidewalks will be installed along Bungalow Drive connecting to Newark Lane in front of building 7; 2) prior to the issuance of building or grading permits, a final plat shall be submitted for the town for review and approval; 3) prior to the installation of landscaping a pre-installation meeting shall be required; 4) prior to the issuance of grading permits a letter of credit for landscaping shall be submitted in the amount of \$25,000; 5) prior to the issuance of grading permits a letter of credit for roadways shall be submitted in the amount of \$10,000. Commissioner Hubert seconded and the motion carried unanimously.

4. Site Plan for review of 13 townhomes on 1.73 acres within Section 7 of Tollgate Village (File: 1-B-13-002).

Mrs. Deats discussed the proposal and said staff was prepared to recommend approval with the contingency that sidewalks be continued along Newark Lane; however, because there is an open space lot directly in front of building 9, a pedestrian connection through that open space might be more appropriate. She noted that the architecture was consistent with that of the previously discussed townhomes, including fiber cement stucco and brick veneer with turned brick accents, decorative wrought iron flower baskets, carriage-style garages, and would feature alternating neutral earth tone color schemes of light and dark browns. Because this project site overlooks the football stadium, staff would recommend a few more trees along the outer perimeter.

Commissioner Benson asked whether there would be a sidewalk connection from the 7 parking spaces.

Mr. Smith noted that those parking spaces were pre-existing, and said that due to the steep grading in that area, there was no way to add an ADA-accessible sidewalk.

Commissioner Wilson asked Mrs. Deats to bring up to the DRC the use of brick steps instead of poured concrete steps.

After discussion, Commissioner Wilson moved for approval with the contingencies as suggested by staff: 1) that, prior to occupancy, the sidewalk be completed through the open space; 2) prior to issuance of grading permits, a letter of credit be submitted for landscaping in the amount of \$10,000. Commissioner Gilliam seconded and the motion carried unanimously.

REZONING:

5. Elimination of the Planned Commercial Zoning District and establishment of Commercial Zoning District and Specific District Regulations along with a Modification of the Permitted Use Chart.

Mrs. Deats said this item had been discussed at the work session with the Board of Mayor and Aldermen in February 2013. If approved, this would add 319 acres of Commercial zoning--all of which were currently zoned High Intensity. When combined with the existing 197 acres zoned Planned Commercial, this would make for a total of 516 acres of Commercial-zoned land in the town. She reviewed Exhibit C which proposed that Commercial-zoned property be defined as "designated to provide the creation of development in areas that are in proximity to major thoroughfares and determined to have commercial potential and not to have existing defined neighborhood characteristics. This district is also intended to provide development flexibility in that bulk and performance standards will be established during the site planning process."

She referenced the new Permitted Use Chart and overviewed the updates.

Commissioner Ross asked whether the town could legally bar Adult Businesses from coming in.

Mr. Moore said generally it was not legal to prohibit certain uses; the town had to provide a zoning category that could accommodate them.

Mrs. Deats said the proposed zoning and Permitted Use chart would place Adult Businesses in Planned Industrial and require a Special Exception Permit.

Commissioner Elder asked where Planned Industrial was on the zoning map.

Mrs. Deats said that there was no land designated as such currently, but it was an available zoning that could be requested.

Per Commissioners' comments, Mrs. Deats said she would change Outdoor Entertainment to a Special Exception Permit in the Town Center Zone.

Discussion ensued about the varying intensity of different agricultural uses. Mrs. Deats said her next step would be to further define uses in the Permitted Use Chart, including to possibly combine definitions for uses that were very similar.

Mr. Langeliers said the Permitted Use chart was a continual work in progress. He suggested the Commission recommend adoption with the aforementioned changes and that staff continue to improve upon it periodically.

Commissioner Wilson said at some point the Town should have a conversation with CSX about access and potential for development across the railroad tracks.

After further discussion, Commissioner Benson moved for approval and recommendation to the Board of Mayor and Aldermen. Commissioner Hubert seconded and the motion carried unanimously.

OTHER:

6. Modification to the Planning Commission Bylaws

Mrs. Deats said the only change proposed was to move the submittal deadline to the Wednesday following the regularly scheduled Planning Commission meeting in order to be placed on the agenda for the next month's meeting.

Commissioner Elder moved for approval. Commissioner Evans seconded and the motion carried unanimously.

7. Plan of Services for annexation of 52 parcels totaling 502 acres north of Evergreen, along the west boundary of the Town and four parcels situated along Carters Creek Pike

Mrs. Deats said the town was proposing its typical Plan of Services for these properties, which were all located within the Town's Urban Growth Boundary. Letters had been sent to all affected property owners and staff had been keeping track of their feedback on the annexation. She noted the Town had a general policy of excluding people who did not want to be annexed, when possible. So far she had not gotten any solid opposition, and had received a few favorable responses.

After discussion, Commissioner Gilliam moved for approval. Commissioner Hubert seconded and the motion carried unanimously.

New Business.

There was none.

There being no further business, the meeting was adjourned at 8:31 p.m.

Signed: _____



George Ross, Chair

Attest: _____



Tom Evans, Secretary