

**Town of Thompson's Station**  
**Municipal Planning Commission**  
**Minutes of the Meeting**  
**Held On March 27, 2012**

Commission Members Present

George Ross, Chair  
Sarah Benson  
Tom Evans, Secretary  
Willis Gilliam, Vice-Chair  
Carl Hubert

Staff Members Present

Greg Langeliers, Town Administrator  
Wendy Deats, Town Planner  
Todd Moore, Town Attorney  
Doug Goetsch, Town Recorder  
Richard King, Building Codes Official  
Lisa Stewart, Town Clerk

The regular meeting of the Municipal Planning Commission was called to order by Chair Ross on March 27<sup>th</sup>, 2012, at approximately 7:06 p.m., at the Thompson's Station Community Center, with the required quorum. Commissioner Brad Wilson was unable to attend.

**Minutes:**

The minutes of the February 28, 2012 meeting were previously submitted and were approved unanimously upon a motion by Commissioner Gilliam, seconded by Commissioner Benson.

**Staff Announcements:**

Mrs. Deats stated that she talked with the contractor building the train for the playground and he said he will start installation on Monday. She thinks we're still on target for the first week of April.

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Commissioner Benson noted that Staff has done a wonderful job of working to upgrade the Farmers Market property, and is looking forward to opening April 18<sup>th</sup>, 2012.

**Old Business:**

Mrs. Deats referenced at the last Planning Commission meeting, Commissioner Wilson mentioned lot 507 in Tollgate Village on Rochelle Avenue that had a driveway less than 20 feet; and the Commission had requested that anything less than 20 feet have a five foot (5') parking pad put on the lot. This particular lot was approved in June of 2011 and it wasn't until the July 26<sup>th</sup>, 2011 meeting that the Planning Commission directed Staff to add the five foot (5') parking pad; therefore, lot 507 in Tollgate Village preceded this condition.

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Commissioner Evans arrived at this time.

**CASH BOND:**

**Item 1 - Graceland Community Church – review 4/22/2012:**

**\$ 10,000 for Landscaping.**

Mr. Langeliers noted that not very much of the landscaping has been put in per the plan, and he's recommending we hold on to this bond and he'll write a letter that it should be done by spring, then review in six (6) months.

Chair Ross referenced an e-mail from Commissioner Wilson stating that they should be given 60 days, maximum, to complete their site landscaping.

Chair Ross also questioned the submittal for a portable building for temporary use, and now it seems to be almost permanent.

Mr. Langeliers said that the minutes reflect that he pointed out at that meeting that we do not approve temporary structures and were approving it as a permanent structure, that the action of the Planning Commission by voting to approve the site plan recognized that as a permanent structure, that if the church or applicant decided that they were going to move it, it would be up to them. We don't really have anything in the ordinance that gave us the authority to set conditions to move off temporary structures, so it was vetted at the meeting. Mr. Langeliers said he doesn't know how solid of a promise it was, the minutes do not reflect a time frame, and we didn't say it should be moved in 60 – 90 days.

Chair Ross asked if it is kept as a permanent structure, is there anything in the landscaping plan to install some type of barrier / buffer. Mr. Langeliers said that it sits to the rear and the landscaping plan proposes landscaping in the parking lot and the existing berm will provide some visual buffer.

Commissioner Gilliam suggested 60 days for installation but wait until the end of summer to ensure everything survives. Mr. Langeliers stated that we usually keep some of the money as a maintenance amount to make sure it lives through one season.

**After further discussion, Commissioner Gilliam made a motion authorizing Staff to send a letter stating that all landscaping should be installed, berms to be graded, and all to be complete within 60 days; at which time, it will be reviewed again to consider a reduction to a maintenance amount or call the bond. Commissioner Benson seconded the motion, which passed unanimously.**

**LETTER OF CREDIT:**

**Item 2 - Bridgemore Village, Section 2A – review 4/24/2012:**

**\$ 60,000 for Roads, Drainage and Erosion Control.**

Mr. Langeliers referenced comments in the report that there's not a great deal of roadway and no houses on it, the binder seems to be in fine shape; so he thinks extending this letter of credit is fine. Some discussion with the developer indicates that they may add another section and put in more infrastructure, and if they do that, they'll have an issue of where to bring their construction traffic through. If they were to do that, we'll probably ask them to put up an additional letter of credit that is a road protection bond. He's recommending to extend this letter of credit for a year.

Commissioner Benson asked if it would come back to the Planning Commission, and Mr. Langeliers said he thought it would. Town Attorney Moore stated that it would need to come back to Planning Commission to change or increase the letter of credit.

Commissioner Hubert questioned this letter of credit having been originated by another developer if he will be the one responsible or the new owner / developer. Mr. Langeliers said that most of the letters of credit are set up with automatic renewal, and he'll get with counsel to check on it, and the way he understands it is that as long as we have the letter of credit, its automatic renewal and it's in force, we can go call it regardless of who the developer is.

Commissioner Gilliam stated that they are submitting for Phase 2, but we still have never seen anything done on the erosion on Robbins Nest Court. He noted that there is no leverage and we have no way of saying that nothing else can be done until they fix the problems in the other section. Mr. Langeliers said that we might be able to do that, however, the Town's consulting engineer met their contractor today and they thought they might get started today, so he expects them to be moving dirt tomorrow.

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

**REVISED FINAL PLAT / NON-RESIDENTIAL SITE PLAN:**

**Item 3 - Fields of Canterbury, Section 3 – Open Space B / Amenities Area, located on Chaucer Park Lane (file # 3-B-12-002).**

Mrs. Deats reviewed the report, recommending approval with the following contingencies:

1. Prior to installation of the landscaping, the applicant shall meet with staff to confirm location of all landscaping; and
2. Prior to the issuance of a building permit, the applicant shall post a letter of credit for the landscaping in the amount of \$15,000.

Mrs. Deats noted that she met with the applicant regarding concerns referenced in an e-mail from Commission Wilson, and the applicant has indicated that irrigation will be installed in the amenity area, pool area, and landscaped areas; and they will provide a minimum of six (6) bike racks. The comment relating to the fence around the pool will be addressed by the applicant.

Richard King, the Town's Building Codes Official, confirmed that four feet (4') is the required height for a pool fence.

Bucky Ingram, the applicant, stated that they have specified a four foot (4') aluminum ornamental rail for the fence, and they will also have to meet the requirements of the Williamson County Health Department.

Commissioner Hubert asked about the areas to be irrigated and Mr. Ingram stated that all the manicured landscaped areas will be irrigated.

**Commissioner Evans made a motion to accept and approve Staff's recommendation with the contingencies stated previously. Commissioner Hubert seconded the motion, which passed unanimously.**

**OTHER:**

**Item 4 - Automotive Uses Standards.**

Mrs. Deats noted that this is presented for review by the Commission for suggested changes, modifications, and / or concerns; which were as follows:

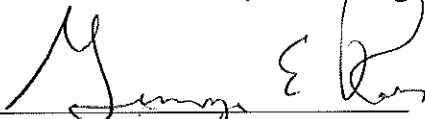
- parking standards / over-night parking;
- not applicable to peddlers;
- existing automotive uses will be considered legal non-conforming;
- re-consider 'F. Location and Separation' distance and legality; and
- 'E. Queue' comparable to queuing referenced in other sections of Zoning Ordinance.
- no second parties allowed;
- definition of 'automotive facility';

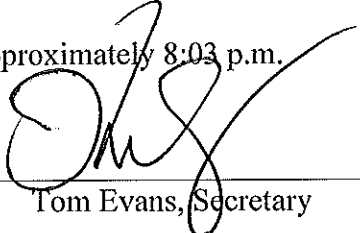
**New Business:**

Mr. Langeliers asked counsel to check on the situation of a commissioner being absent from the meeting and opinions by proxy. Mr. Moore stated that the opinion of an absent commissioner shouldn't be the considered as evidence to base a decision or vote on, but certainly is appropriate to express their opinions / comments through correspondence to Staff.

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There being no further business, the meeting was adjourned at approximately 8:03 p.m.

Signed:   
George Ross, Chair

Attest:   
Tom Evans, Secretary