

**Minutes of the Meeting**  
**of the Municipal Planning Commission**  
**of the Town of Thompson's Station, Tennessee**  
**April 28, 2020**

**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 28th day of April 2020 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:

This meeting is being conducted pursuant to the Guidance from the Comptroller's Office, and in accordance with Governor Lee's Executive Order No. 16 due to the treatment and containment of COVID-19.

This regular monthly meeting for April of 2020 is being held by video conference with the Planning Commission of Thompson's Station and live streamed, as necessary to protect the public's health, safety, and welfare in light of the coronavirus. Further it is requested that the governing body include this determination in the minutes for this meeting.

We understand, we the members of the Planning Commission serve at the pleasure of the citizens of Town of Thompson's Station, and due to the current situation, is why we are currently live streaming this meeting for the benefit of the public, through our website.

A recording of this meeting will be available on the Town of Thompson's Station's web site at [thompsons-station.com](http://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 Sheila Shipman; Commissioner Tara Rumpler; Commissioner Kreis White; Commissioner Bob Whitmer; Interim Town Planner Micah Wood; Planning Technician Jennifer Jones; IT Coordinator Tyler Rainey and Town Attorney Andrew Mills. Additional virtual members present were Mark Merrill with Ragan Smith & Associates (Items 1, 2 & 3), Jonathan Smith with Barge Design Solutions, and Mr. Rick McEachern (Item 4).

**Minutes:**

The minutes of the March 24, 2020 regular meeting were presented.

**Commissioner White made a motion to approve the March 24, 2020 meeting minutes.**

**Roll Call Vote:**

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

**Public Comment:**

None.

**Town Planner Report:**

None.

**New Business:**

**1. The Fields of Canterbury Final Plat – Phase 14 for the creation of 21 single family lots, 57 townhome lots, and thirteen (13) open space lots (FP-2020-001).**

Mr. Wood reviewed his Staff report and based on the project’s compliance with the approved Phase 14 preliminary plat and the LDO, Staff recommends that the Planning Commission approve the final plat with the following contingencies:

1. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$1,045,000 for roadways, drainage and utilities.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$550,000 for sewer.
3. All tree replacements shall be installed in accordance with the approved replacement plan for phase 14.
4. 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.

**After discussion, Commissioner White made a motion to approve Item 1, the Fields of Canterbury Final Plat – Phase 14 for the creation of 21 single family lots, 57 townhome lots & thirteen open space lots with the Staff recommended contingencies.**

**Roll Call Vote:**

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

**2. The Fields of Canterbury Final Plat – Phase 16 for the creation of 25 single family lots, a pump station lot, and 2 open space lots (FP-2020-002).**

Mr. Wood reviewed his Staff report and based on the project’s compliance with the approved Phase 16 preliminary plat and the LDO, Staff recommends that the Planning Commission approve the final plat with the following contingencies:

1. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$440,000 for roadways, drainage and erosion control.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$797,500 for sewer.
3. All tree replacements shall be installed in accordance with the approved replacement plan for phase 16.
4. 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.

**After discussion, Commissioner White made a motion to approve the Fields of Canterbury Final Plat – Phase 16 for the creation of 25 single family lots, a pump station lot, and 2 open space lots with Staff recommended contingencies.**

**Roll Call Vote:**

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

**3. The Fields of Canterbury Final Plat – Phases 17 for the creation of 28 townhome and 1 open space lot (FP-2020-003).**

Mr. Wood reviewed his Staff report and based on the project’s compliance with the approved Phase 17 preliminary plat and the LDO, Staff recommends that the Planning Commission approve the final plat with the following contingencies:

1. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$220,000 for roadways, drainage and utilities.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$110,000 for sewer.
3. All tree replacements shall be installed in accordance with the approved replacement plan for phase 17.
4. 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.

**After discussion, Commissioner Shipman made a motion to approve Item 3, the Fields of Canterbury Final Plat, Phase 17 for the creation of 28 townhome lots and 1 open space lot with the Staff recommended contingencies.**

**Roll Call Vote:**

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

**4. Request for a Plan of Services for property located at 4440 Les Watkins Road related to a referendum for annexation of territory into the Town of Thompson’s Station.**

Mr. Wood reviewed his memo and Staff recommends that the Planning Commission recommend to the Board of Mayor and Aldermen to adopt the Plan of Services for 4440 Les Watkins Road.

**After discussion, Commissioner Whitmer made a motion to recommend to the Board of Mayor and Aldermen to adopt the Plan of Services for 4440 Les Watkins Road.**


**Roll Call Vote:**

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

There being no further business, the meeting was adjourned at 7:30 p.m.

Attest:

  
Shaun Alexander, Secretary

  
Trent Harris, Chairman