

Minutes of the Meeting
of the Municipal Planning Commission
of the Town of Thompson's Station, Tennessee
August 25, 2015

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 25th day of August, 2015, at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Chairman Jack Elder; Secretary Don Blair; Vice-Chair Mike Roberts; Commissioner Ben Dilks; Commissioner Sarah Benson; Commissioner Debra Bender; Commissioner Darren Burrus; Town Administrator Joe Cosentini; Town Planner Wendy Deats; Town Attorney Todd Moore and Town Clerk Chandra Boughton.

Pledge of Allegiance.

Minutes:

The minutes of the July 28, 2015 Meeting were previously submitted.

Commissioner Bender moved for approval of the July 28, 2015 meeting minutes. The motion was seconded and carried unanimously.

Public Comment:

Brett Smith of Ragan Smith Associates, Inc – RE: Draft Zoning Ordinance and Subdivision Regulations – voiced concerns about the change to the front of Tollgate to Neighborhood Commercial, asked that the Planning Commission revert back to the previous iterations of Table 4.2 of the Draft Zoning Ordinance.

Old Business:

1. Letter of Credit review for Bridgemore Village Section 1A - \$30,000 for roads, drainage and erosion control, landscaping and sewer.

Commissioner Burrus requested Items 1, 2 and 3 be considered and voted upon together. Mrs. Deats reviewed the findings of Town Engineer Steve Clifton and his estimates for adequate bond amounts as requested by the Planning Commission. Mr. Clifton answered questions and explained his findings to the Commission. Mr. Clifton finds that the Letter of Credit for Bridgemore Section 1A is deficient by \$41,000.

After discussion, Commissioner Burrus moved to approve Agenda Item 1: the extension of the Letter of Credit for Bridgemore Village Section 1A - \$30,000 for roads, drainage and erosion control, landscaping and sewer along with a request to the developer for an additional \$41,000 Letter of Credit; Agenda Item 2: the extension of the Letter of Credit for Bridgemore Village Section 1B - \$175,000 for roads, drainage and erosion control, landscaping and sewer; and Agenda Item 3: the extension of the Letter of Credit for Bridgemore Village Section 2A - \$60,000 for roads, drainage and erosion control. The motion was seconded and carried unanimously.

2. Letter of Credit review for Bridgemore Village Section 1B - \$175,000 for roads, drainage and erosion control, landscaping and sewer.

The motion for this item is combined with the motion for Agenda Item 1

3. Letter of Credit review for Bridgemore Village Section 2A - \$60,000 for roads, drainage and erosion control.

The motion for this item is combined with the motion for Agenda Item 1

New Business:

4. Letter of Credit review for The Fields of Canterbury Section 9A - \$109,000 for roads, drainage and erosion control and \$40,000 for sewer (File: 1-D-14-012).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

Commissioner Roberts moved to approve the extension of the Letter of Credit for The Fields of Canterbury Section 9A - \$109,000 for roads, drainage and erosion control and \$40,000 for sewer. The motion was seconded and carried unanimously.

5. Letter of Credit review for Bridgemore Village Section 3B - \$56,000 for roads, drainage and erosion control (File: 1-D-14-007).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

Commissioner Blair moved to approve the extension of the Letter of Credit for Bridgemore Village Section 3B - \$56,000 for roads, drainage and erosion control. The motion was seconded and carried unanimously.

6. Letter of Credit review for Tollgate Village Section 14A - \$165,000 for roads, drainage and erosion control and \$74,000 for sewer. (File: 1-D-14-009).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

Commissioner Bender moved to approve the extension of the Letter of Credit for Tollgate Village Section 14A - \$165,000 for roads, drainage and erosion control and \$74,000 for sewer. The motion was seconded and carried unanimously.

7. Letter of Credit review for The Fields of Canterbury Section 4B - \$46,000 for roads, drainage and erosion control and \$16,000 for sewer. (File: 1-D-13-018).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

After discussion, Commissioner Dilks moved to approve the extension of the Letter of Credit for The Fields of Canterbury Section 4B - \$46,000 for roads, drainage and erosion control and \$16,000 for sewer. The motion was seconded and carried unanimously.

8. Letter of Credit review for The Fields of Canterbury Section 5 - \$98,000 for roads, drainage and erosion control and \$78,000 for sewer. (File: 1-D-14-013).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

Commissioner Dilks moved to approve the extension of the Letter of Credit for The Fields of Canterbury Section 5 - \$98,000 for roads, drainage and erosion control and \$78,000 for sewer. The motion was seconded and carried unanimously.

9. Letter of Credit review for The Fields of Canterbury Section 7A - \$92,000 for roads, drainage and erosion control and \$96,000 for sewer. (File: 1-D-13-009).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal.

After discussion, Commissioner Dilks moved to approve the extension of the Letter of Credit for The Fields of Canterbury Section 7A - \$92,000 for roads, drainage and erosion control and \$96,000 for sewer. The motion was seconded and carried unanimously.

10. Preliminary Plat - For the creation of 32 lots within Phase 11 of The Fields of Canterbury (File: PP 2015 – 005).

Mrs. Deats reviewed her staff report and, based on the project's consistency with the site development plan and the Town's Subdivision Regulations and Zoning Ordinance, recommended that the Planning Commission approve the preliminary plat with the following contingencies:

1. Prior to the submittal of the final plat, the applicant shall enter into a development agreement for the project.
2. Prior to the approval of construction plans, all applicable codes and regulations shall be addressed to the satisfaction of the Town Engineer.
3. Prior to the approval of construction plans, a drainage study shall be submitted to verify that drainage is managed adequately on site.
4. Prior to the approval of construction plans, a geotechnical report shall be submitted identifying the location of any sinkholes.
5. Prior to the approval of construction plans, a mass grading plan shall be submitted for review and approval.
6. Prior to the approval of construction plans, a tree replacement plan shall be reviewed and approved. The tree replacement plan shall be incorporated into the Development Agreement.
7. Prior to the approval of construction plans, the cross section for the roadways shall incorporate a five foot sidewalk.

Commissioner Dilks requested information pertaining to a Fields of Canterbury traffic study. Mr. Brett Smith, representative for the applicant, fielded questions from the commission.

After discussion, Commissioner Dilks moved to defer the Preliminary Plat for the creation of 32 lots within Phase 11 of The Fields of Canterbury to the September 22nd Planning Commission meeting in order to give time for review of the traffic study. The motion was seconded and carried unanimously.

11. Site Plan – For the development townhomes within Section 1B of The Fields of Canterbury (SP 2015-001).

Mrs. Deats reviewed her staff report and, based on the project's consistency with Town's Zoning Ordinance, recommended that the Planning Commission approve the project subject to the following contingency: Prior to the issuance of building permits, the applicant shall obtain approval from the Design Review Commission. Mr. Chad Gore, architect for the applicant, fielded questions from the commission.

After discussion, Commissioner Roberts moved to approve the Site Plan for the development townhomes within Section 1B of The Fields of Canterbury. The motion was seconded and carried unanimously.

12. Adoption of the Subdivision Regulations and consideration of the Draft Land Development Ordinance (Zone Amend 2015-005).

Mrs. Deats reviewed her staff report and gave the following recommendations:

1. Based on the need to protect the health, safety and welfare of the community as a whole, staff is requesting the Planning Commission conduct a public hearing and adopt the updated Subdivision Regulations contingent on the adoption of the Land Development Ordinance by the Board of Mayor and Aldermen.
2. Based on the need to protect the health, safety and welfare of the community as a whole, staff is requesting the Planning Commission recommend to the Board of Mayor and Aldermen to repeal the current Zoning Ordinance and adopt the Land Development Ordinance.

Discussion related to the following proposed changes took place:

- a) Subdivision Regulations: Add language regarding the measurement of curb widths
- b) Land Development Ordinance: Remove Table 4.1 (page 72)
- c) Land Development Ordinance: Add resource inventory language to Article 5 – Required Plans (page 142).

After discussion, Commissioner Bender recommended to forward the Land Development Ordinance to the Board of Mayor and Aldermen to approve as presented and make changes at a later time. The motion was seconded and carried unanimously.

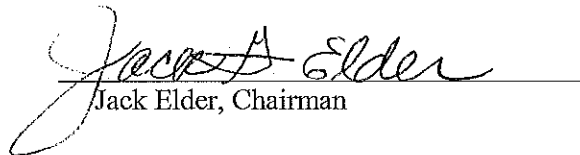
After discussion, Chairman Elder recommended that based on the need to protect the health, safety and welfare of the community as a whole, adopt the updated Subdivision Regulations contingent on the adoption of the Land Development Ordinance by the Board of Mayor and Aldermen. The motion was seconded and carried unanimously.

Additional Discussion:

Mrs. Deats informed the Commission of Staff approval to the Preliminary Plat for Bridgemore Village to adjust all lot widths to 90 feet.


Commissioner Blair requested information regarding repairs to Newark Lane in Tollgate Village. Mrs. Deats is scheduled to meet with the builder, Phillips Builders, in the morning to discuss repairs.

There being no further business, Chairman Elder made a motion to adjourn. The motion was seconded and the meeting was adjourned at 8:30 p.m.



Jack Elder, Chairman

Attest:



Don Blair, Secretary