

**Town of Thompson's Station
Municipal Planning Commission
Minutes of the Meeting
October 22, 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 22nd day of October, 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; Jack Elder, Commissioner; Willis Gilliam, Commissioner; Brad Wilson, Commissioner; Greg Langeliers, Town Administrator; Wendy Deats, Town Planner; Doug Goetsch, Town Finance Director; Richard King, Building Official; Town Attorney Todd Moore; and Leah Rainey, Town Recorder.

Consideration of the Minutes.

The minutes from the September 24th, 2013 meeting were previously submitted. Commissioner Evans moved for approval of the minutes as submitted. The motion was seconded and carried unanimously.

Announcements by Staff.

Mr. Langeliers reminded everyone that the November Planning Commission meeting had been rescheduled for November 19th at 7:00 p.m. in the Community Center.

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Mrs. Deats recapped various park improvements that had been completed.

Old Business.

Update on Mars mechanical equipment—Mrs. Deats said staff Mars had presented a plan for screening rooftop equipment after concerns had been raised by Planning Commissioners about its visual impact. She said staff had reviewed the plan and felt it was satisfactory.

Commissioner Wilson moved to approve the new screening as an amendment to the previously approved site plan. The motion was seconded and carried unanimously.

FINAL PLAT:

1. Section 2B for the creation of 26 single-family lots and 3 open space lots in Bridgemore Village (File: 1-D-13-007)

Mrs. Deats reviewed her staff report and recommended approval based on the project's consistency with the development agreement for Bridgemore Village, the town's Zoning Ordinance, Subdivision Regulation and open space requirements. She recommended approval with the contingencies that, prior to recordation of the final plat, a Letter of Credit in the amount of \$138,000 be submitted for roads, grading drainage and erosion control, and a Letter Credit in the amount of \$36,000 be submitted for sewer.

Commissioner Elder moved for approval with staff's recommended contingencies. The motion was seconded and carried unanimously.

PRELIMINARY PLAT:

2. Whistle Stop (File: 1-C-13-011)

Mrs. Deats reviewed her staff report and said staff required some additional information for a traffic study. The applicant has retained an engineer to do the traffic study per the town's requirements. She also said she had some concerns about lot widths and would recommend increasing them to 50 feet.

Mrs. Deats said she had no other concerns but she could not recommend approval without the issuance of a sewer availability letter. She said the applicant and staff were available for questions.

Commissioner Ross asked about off-site water availability. Mrs. Deats said preliminary design plans were in the works; HB&TS had indicated they would provide service.

Commissioner Ross asked how long it would take to get a comprehensive traffic study. Applicant representative Greg Gamble said he expected to outline the scope of the traffic study within a week and that the engineer would be recommending appropriate timing for incremental improvements.

Mr. Gamble gave a PowerPoint presentation overview of the plan.

The Commission discussed water flow and drainage, placement of HVAC units, lot widths and access.

After discussion, Commissioner Ross moved to defer until next month to give the applicant a chance to work further on the traffic study.

Commissioner Evans said he wanted to have a discussion about sewer availability and whether the town's facilities had capacity to accommodate this development.

Mr. Langeliers said the capacity of the treatment plant was roughly 15,000 gallons per day according to numbers from HB&TS, and it is permitted for 30,000 gallons per day. Based on those assumptions, Heritage Commons has some capacity. However, there were still some vacant lots in Heritage Commons that would require capacity if they were developed. Mr. Langeliers said that a highly conservative perspective could find that there is not enough capacity, while a more liberal perspective could find that there is capacity.

Commissioner Gilliam asked how much this development would owe in tap fees.

Mr. Langeliers said about \$1.8 million.

Commissioner Gilliam asked if that would be enough money to fix the sewer problems, assuming there were any.

Mr. Langeliers said it could go along way toward fixing problems or even potentially be used to construct a new facility.

Commissioner Gilliam said, given that the Heritage Commons facility was operating at roughly half of its treatment capacity, it seemed there was at least enough capacity for the first phase of Whistle Stop.

Commissioner Ross withdrew his motion.

Commissioner Benson asked Mr. Gamble for some input on how the town might increase capacity at the Heritage Commons facility, whether that might include additional equipment, property acquisition, or other means.

Mr. Gamble said some options included building a third cell or adding additional drip fields.

Commissioner Benson asked who would bear the cost of the improvements.

Mr. Gamble said \$2,400 per lot would be paid to the town for system development, and he thought there were some opportunities for partnerships with the town.

Commissioner Benson asked what the anticipated timeline was for buildout.

Mr. Gamble said a year and a quarter or so for the first phase; 5-6 years total for the project.

Applicant Jay Franks said he thought it was important for the town to determine a long-range plan that included incremental expansions and improvements as further development occurs. He asked that the Commission consider permitting the first 46 lots while further investigating and planning for future and long-term sewer availability. He said he was willing and prepared to pay fees for the necessary improvements.

Commissioner Benson said it was unclear whether the current fees were adequate; that's why she wanted to know more about the projected timeline.

She then discussed the potential future road through privately owned property.

Mr. Franks said he personally didn't feel a secondary access was needed, but since the town had requested it they were showing it on the preliminary plat in case it was needed.

Commissioner Benson referred to Mr. Franks' letter to the commissioners and board members which suggested that the town may need to implement a moratorium.

Mr. Franks said operating sewer as a utility was a big responsibility for the town and if the town was not prepared to grant further capacity, an official moratorium ought to be enacted. He said it was something that needed to be a priority and be worked on in a systematic way.

Commissioner Benson said she thought the town had done a lot of work toward resolving issues with TDEC and repairing cell two.

Commissioner Wilson said he wouldn't have a problem approving the initial 46 lots if the Heritage Commons facility could handle that volume. He said the town was at a crossroads with regard to development and that a group of experts, engineers and city officials should look further into the sewer issues soon and help design some long-range plans. He said the next five or ten years could bring sewer demands beyond the current capacity, so it needed to be looked at.

Mr. Gamble said the applicant would be comfortable with an incremental sewer availability letter.

Commissioner Gilliam moved for a short recess. The motion was seconded and carried unanimously.

The meeting reconvened at 8:16 p.m.

Commissioner Wilson made a motion to approve the preliminary plat for the first 46 lots of Whistle Stop with the following contingencies: 1) that lot widths be increased to 50 feet and that setbacks for the primary structures be consistent with 5 feet on the sides and 20 feet in the rear, with rear-yard garages allowed a zero lot line setback ; 2) that the traffic study be completed per the scope set by town staff; 3) a development agreement be entered into by the applicant; 4) a schedule for off-site water improvements be submitted; 5) the location of the lift station be determined by staff; 6) payment of preliminary platting fees and sewer fees. The motion was seconded and carried unanimously.

DEVELOPMENT PLAN:

3. Clayton Arnold Residential Project (File: 1-A-13-005)

Mrs. Deats introduced the project and reviewed her staff report. She said the applicant was aware that no entitlement was granted with the review of a development plan. She said the project was in compliance with the codes as a cluster development and recommended the Planning Commission direct him to move forward in the process.

The applicant Daniel Woods discussed his project and said he understood that there was no guarantee of sewer availability at this point and that he was moving forward on the project at his own risk.

After discussion, Commissioner Gilliam made a motion to direct the applicant to proceed. The motion was seconded and carried unanimously.

ZONING ORDINANCE AMENDMENT:

4. Amendments to the Zoning Ordinance (File: 6-A-13-011)

Mrs. Deats reviewed her staff report and outlined the changes since first reading of the ordinance by the Board of Mayor and Aldermen, including sections on transfer of density, definitions, and open space requirements, which had been reverted back to 50 percent at the request of a board member.

Commissioner Gilliam said the vote was unanimous at First Reading with open space at 45 percent, which is what the Planning Commission has recommended.

Commissioner Evans said 50 percent was really high for an open space requirement.

Mrs. Deats said she could go back to the board and say that the Planning Commission asked that the 45 percent be reconsidered.

Mr. Moore said the Planning Commission could make a recommendation to accept the amendments as submitted, to not accept them, or to accept them with changes. The board could decide to accept or reject the Planning Commission's recommendation.

Mr. Langeliers said 45 percent had passed unanimously with no discussion at first reading; the board would have a chance to request the modification to 50 percent by bringing it up at second reading before final vote.

Commissioner Evans requested a definition be added for modular homes.

Commissioner Evans discussed density and pointed out that property lines often go to the center of roads

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in Thompson's Station, and he felt that rights-of-way should be included when calculating density because the property owners are paying taxes on that property.

Mr. Moore said it was typical to exclude area in a right-of-way even if the underlying property goes to the center line of a road, because it is impossible to build density in that space. Many jurisdictions measure setbacks from the right-of-way and give credit for what is dedicated. "Any other encumbrances" was somewhat vague and could use further clarification.

Mrs. Deats noted that the Commission had requested flood plains and hillsides be included in density calculations; she could work with Mr. Moore on some additional language that would also include easements and rights-of-way.

Alderman Cooper, who was in the audience, said she felt the town needed to be careful about excluding certain types of property in density calculations because other jurisdictions in the area didn't do that.

Mr. Langeliers said for the vast majority of developments, the difference such exclusions make in terms of density wouldn't be more than one or two units. He said he didn't consider it would have a marked impact either way.

Mr. Moore noted that if the town wants to encourage trails, then giving density credit for dedication of public rights-of-way is a good incentive. If the town calculates density on the gross acreage, that incentive would not be there. He added that it was pretty standard to not give credit for the ground under the pavement of existing roadways.

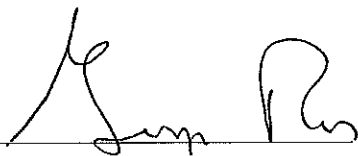
After further discussion, Commissioner Gilliam moved to recommend the Zoning Amendments to the Board of Mayor and Alderman with the changes that 1) the Open Space requirement be reverted back to 45 percent, 2) that the exclusions for calculating density be stricken, so that the definition reads "the total number of residential units permitted on a gross acre of land" and 3) the addition of the modular home definition. The motion was seconded and carried unanimously.

New Business.

Adjourn.

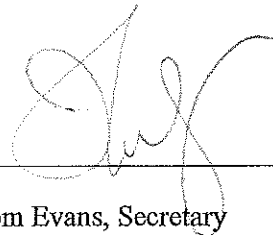
There being no further business, the meeting was adjourned at 9:22 p.m.

Signed: _____



George Ross, Chair

Attest: _____



Tom Evans, Secretary