

**Minutes of the Meeting**  
**of the Municipal Planning Commission**  
**of the Town of Thompson's Station, Tennessee**  
**November 17, 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 17th day of November 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:

Hello and welcome to this the November 17, 2020, Planning Commission meeting for the Town of Thompson's Station.

Pursuant to the Guidance from the Office of the Comptroller for the State of Tennessee and in accordance with Governor Lee's Executive Order # 60 (which was previously extended by Executive Order # 16, 34, and 51): due to the treatment and containment of COVID-19.

This Town of Thompson's Station Planning Commission meeting, with notice, is being held virtually and being recorded to protect the public health, safety, and welfare of the Citizens of Thompson's Station in light of the coronavirus and to continue to allow the Town to function and operate.

Further, it is the desire of the Planning Commission to include this determination in the minutes for this meeting.

We understand that we, the Thompson's Station Planning Commission, serves the Town of Thompson's Station, which is why we are currently recording this virtual meeting, broadcasting it live for public viewing and uploading and preserving it for future viewing.

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 Bob Whitmer; Interim Town Planner Micah Wood; Planning Technician Jennifer Jones; IT Coordinator Tyler Rainey and Town Attorney Andrew Mills. Commissioner Kreis White was unable to attend.

Also present were Mr. Jay Franks, applicant 1 and Mr. Huntly Gordon, applicant 5.

**Minutes:**

The minutes of the October 27, 2020 regular meeting were presented.

**Commissioner Whitmer made a motion to approve the October 27, 2020 meeting minutes.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA

Commissioner Whitmer Yea  
**Yea 6                      Nay 0                      Abstain 0**

**Public Comment:**

None

**Town Planner Report:**

- Reminder to complete Planning Commission training.
- Staff is currently working on an administrative manual for planning submittals.

**New Business:**

- 1. Canterbury Subdivision Final Plat – Section 15 for the creation of 26 single family lots and 3 open space lots located north of Critz Lane.**

Mr. Wood reviewed his staff report and Based on the project’s compliance with the approved Phase 15 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 \$410,000 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 \$154,000 for sewer.
3. All tree replacements shall be installed in accordance with the approved replacement plan for phase 15.
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 Whitmer made a motion to approve Item 1, a final plat for Section 15 of the Fields of Canterbury with the recommended contingencies. The motion was seconded, and a roll call vote was taken:**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA
Commissioner Whitmer	Yea				
<b>Yea</b>	<b>6</b>	<b>Nay</b>	<b>0</b>	<b>Abstain</b>	<b>0</b>

- 2. Whistle Stop Subdivision Final Plat – Section 7a for the creation of 36 townhome lots and 4 open space lots located west of Thompson’s Station Road West.**

Mr. Wood reviewed his report and 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 \$577,800 for roadways, grading, drainage, and erosion control.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$146,700 for sewer.
3. The plat shall be revised to provide a designation to the unlettered open space tract behind the alley adjacent to lots 65-72.
4. All tree replacements shall be installed in accordance with the approved plans.
5. The final plat shall correspond to any revisions to the Construction Plans for this section.
6. 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 Whitmer made a motion to approve Item 2, a final plat for Section 7a of t Whistle Stop with the recommended contingencies. The motion was seconded, and a roll call vote was taken:**

<b>Roll Call Vote:</b>			
	<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea
Commissioner Whitmer	Yea	Alderman Alexander	Yea
		Commissioner White	NA
<b>Yea 6</b>		<b>Nay 0</b>	<b>Abstain 0</b>

**3. Whistle Stop Subdivision Final Plat- Section 7b for the creation of 20 townhome lots and 4 open space lots located west of Thompson’s Station Road West.**

Mr. Wood reviewed his staff report and 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 \$353,400 for roadways, grading, drainage, and erosion control.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$54,900 for sewer.
3. All tree replacements shall be installed in accordance with the approved plans.
4. The final plat shall correspond to any revisions to the Construction Plans for this section.
5. 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, a final plat for Section 7b of Whistle Stop with the recommended contingencies. The motion was seconded, and a roll call vote was taken:**

<b>Roll Call Vote:</b>			
	<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea
Commissioner Whitmer	Yea	Alderman Alexander	Yea
		Commissioner White	NA
<b>Yea 6</b>		<b>Nay 0</b>	<b>Abstain 0</b>

**4. Whistle Stop Subdivision Final Plat – Section 7c for the creation of 32 townhome lots and 3 open space lots located west of Thompson’s Station Road West.**

Mr. Wood reviewed his staff report and 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 \$399,100 for roadways, grading, drainage, and erosion control.
2. Prior to recordation of the final plat, a surety shall be submitted to the Town in the amount of \$58,900 for sewer.
3. Note 12 shall be updated to reference 32 townhome lots.
4. All tree replacements shall be installed in accordance with the approved plans.
5. The final plat shall correspond to any revisions to the Construction Plans for this section.
6. 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 4, a final plat for Section 7c of Whistle Stop with the recommended contingencies. The motion was seconded, and a roll call vote was taken:**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA
Commissioner Whitmer	Yea				
<b>Yea</b>	<b>6</b>	<b>Nay</b>	<b>0</b>	<b>Abstain</b>	<b>0</b>

**5. Request for Annexation and Plan of Services for Map 153 Parcels 3 and 4 (unnumbered Evergreen Road), totaling approximately 59 acres, located within the Town’s Urban Growth Boundary, south of Evergreen Road.**

Mr. Wood reviewed his report and recommends a favorable recommendation onto the BOMA for annexation and to adopt the Plan of Services for Map 153 Parcels 3 and 4 with the following contingency:

1. The applicant notes access is provided via an easement to Evergreen Road. Proof of access shall be provided prior to BOMA review of this request.

**After discussion, Commissioner Shipman made a motion to make a favorable recommendation on to BOMA for annexation in the T2 zone and adopt the plan of services for Map 153, parcels 3 and 4 with the recommended contingencies. The motion was seconded and a roll call vote was taken.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA
Commissioner Whitmer	Yea				
<b>Yea</b>	<b>6</b>	<b>Nay</b>	<b>0</b>	<b>Abstain</b>	<b>0</b>

**Bond Actions/Report**

**6. Bridgemore Village Section 6C**

Mr. Wood reviewed his staff report and recommends that the Planning Commission:

1. Release performance surety for roads, drainage and erosion control and establish a maintenance agreement for one year.
2. Recommend BOMA note acceptance of the public improvement prior to dedication after the 1-year maintenance period.

**After discussion, Alderman Alexander made a motion to defer the bond release for Section 6C in Bridgemore Village until the January 2021 meeting. The motion was seconded and a roll call vote was taken.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA
Commissioner Whitmer	Yea				
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**7. Bridgemore Village Section 6D**

Mr. Wood reviewed his staff report and recommends that the Planning Commission:


1. Release performance surety for roads, drainage and erosion control and establish a maintenance agreement for one year.
2. Recommend BOMA note acceptance of the public improvement prior to dedication after the 1-year maintenance period.

**After discussion, Alderman Alexander made a motion to defer the bond release for Section 6D in Bridgemore Village until the January 2021 meeting. The motion was seconded and a roll call vote was taken.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Chairman Harris	Yea	Commissioner Parra	Yea	Alderman Alexander	Yea
Commissioner Shipman	Yea	Commissioner Rumpler	Yea	Commissioner White	NA
Commissioner Whitmer	Yea				
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

There being no further business, the meeting was adjourned at 8:16 p.m.

Attest:   
Shaun Alexander, Secretary

  
Trent Harris, Chairman