

1. Meeting Documents

1.I. July 28, 2015 Planning Commission Meeting Agenda

Documents: [JULY 28, 2015 PLANNING COMMISSION MEETING AGENDA .PDF](#)

1.II. Minutes Of The June 23, 2015 Meeting (Note These Are Draft Until Adopted By A Vote Of The Planning Commission)

Documents: [JUNE 23, 2015 MEETING MINUTES .PDF](#)

2. New Business

2.I. Letter Of Credit Review - Bridgemore 1A

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 1A .PDF](#)

2.II. Letter Of Credit Review - Bridgemore 1B

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 1B .PDF](#)

2.III. Letter Of Credit Review - Bridgemore 2A

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 2A .PDF](#)

2.IV. Letter Of Credit Review - Bridgemore 2B

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 2B .PDF](#)

2.V. Letter Of Credit Review - Bridgemore 2C

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 2C .PDF](#)

2.VI. Letter Of Credit Review - Bridgemore 3A

Documents: [LETTER OF CREDIT REVIEW - BRIDGEMORE 3A .PDF](#)

2.VII. Preliminary Plat - 84 Lots Within Phase 15 Of Tollgate Village

2.VII.i. Staff Report - Item 7

Documents: [STAFF REPORT - ITEM 7 .PDF](#)

2.VII.ii. Preliminary Plat Map (Large File - Contact Town Hall)

2.VII.iii. Development Plan

2.VII.iv. Phasing Plan (Large File - Contact Town Hall)

2.VII.v. Justification Statement

Documents: [JUSTIFICATION STATEMENT .PDF](#)

2.VIII. Site Plan - Development Of 13,150 Sq Ft Building Located At 2604 Columbia Pike

2.VIII.i. Staff Report - Item 8

Documents: [STAFF REPORT - ITEM 8 .PDF](#)

2.VIII.ii. Site Plan Packet (Large File - Contact Town Hall)

2.VIII.iii. Building Elevations

Documents: [BUILDING ELEVATIONS .PDF](#)

2.VIII.iv. Rendering

Documents: [RENDERING .PDF](#)

2.IX. Draft Land Development Ordinance

**Town of Thompson's Station
Municipal Planning Commission
Meeting Agenda
July 28, 2015**

Meeting Called to Order

Pledge of Allegiance

Minutes –

- Consideration of the Minutes of the June 23, 2015 meeting

Public Comment

Old Business

New Business

1. Letter of Credit review for Bridgemore Village Section 1A - \$30,000 for roads, drainage and erosion control, landscaping and sewer.
2. Letter of Credit review for Bridgemore Village Section 1B - \$175,000 for roads, drainage and erosion control, landscaping and sewer.
3. Letter of Credit review for Bridgemore Village Section 2A - \$60,000 for roads, drainage and erosion control.
4. Letter of Credit review for Bridgemore Village Section 2B - \$79,000 for roads, drainage and erosion control and \$22,800 for sewer (File: 1-D-13-007).
5. Letter of Credit review for Bridgemore Village Section 2C - \$224,000 for roads, drainage and erosion control and \$40,000 for sewer (File: 1-D-14-011).
6. Letter of Credit review for Bridgemore Village Section 3A - \$78,000 for roads, drainage and erosion control (File: 1-D-14-001b).
7. Preliminary Plat - For the creation of 84 lots within Phase 15 of the Tollgate Village (File: PP 2015 – 006).
8. Site Plan – For the development a 13,150 square foot building located at 2604 Columbia Pike (SP 2015-001).
9. Draft Land Development Ordinance (Zone Amend 2015-005).

Adjournment

*This meeting will be held at 7:00 p.m. at the Thompson's Station Community Center
1555 Thompson's Station Road West.*

Minutes of the Meeting
Of the Municipal Planning Commission
Of the Town of Thompson's Station, Tennessee
June 23, 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 23rd day of June, 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 May 26, 2015 Meeting were previously submitted.

Commissioner Benson moved for approval of the May 26, 2015 meeting minutes. The motion was seconded and carried unanimously.

Public Comment:

John Peterson of 3448 Colebrook Drive stated his opinion that the front of Tollgate should not be solely retail/commercial (noting that how it looks is more important than what it is) and discussed his desire to see less retail at the front of Tollgate Village and more retail in the proposed Town Center, as presented in the PlaceMakers charrette wrap up. He also expressed his opposition and concerns with the personal video recording of Town meetings.

Brad Wilson of 3064 Americus Drive echoed the thoughts of Mr. Peterson, agreeing that retail development should be concentrated in the proposed Town Center area.

Old Business:

1. Preliminary Plat to create four residential and commercial lots within Sections 33 and 34 of Tollgate Village (File PP-2015-003).

Mrs. Deats noted that the applicant had submitted a revised plat on June 15th then submitted a letter on June 19th withdrawing the plat and requesting the commission consider the plat originally submitted in May. Mrs. Deats reviewed the staff report from May, noting that construction plans had not been submitted and any new construction documents would have to comply with engineering standards. Any required change to the preliminary plat would have to be made by the applicant.

George Dean, attorney for the applicant, formally withdrew the revised plat and asked the commission to consider the plat submitted in May. Mr. Moore noted that the plat presented in May was still of record. Mr. Dean fielded questions from the commission regarding land use, zoning and density.

After discussion, Chairman Elder moved for approval of the Preliminary Plat, with an added contingency that Lot 3304 be designated single family. The motion was seconded but received no votes, failing unanimously.

After further discussion, Commissioner Bender moved for denial of the Preliminary Plat to create four residential and commercial lots within Sections 33 and 34 of Tollgate Village, citing

inconsistent land use with current site development plan and density issues. The motion was seconded and carried unanimously.

New Business:

2. Letter of Credit review for Fields of Canterbury Section 6 - \$55,000 for roads, drainage and erosion control and \$10,000 for sewer. (File: 1-D-13-011).

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

Commissioner Bender moved to approve the extension of the Letter of Credit for Fields of Canterbury Section 6 - \$55,000 for roads, drainage and erosion control and \$10,000 for sewer. The motion was seconded and carried unanimously.

3. Final Plat for Allenwood for the creation of 13 single-family lots and five (5) open space lots (File: FP-2015-005).

Mrs. Deats reviewed her staff report and recommended approval of the item with the following contingencies:

1. Prior to recordation of the final plat, a letter of credit shall be submitted to the Town in the amount of \$170,000 for roadways, drainage and erosion control.
2. Prior to recordation of the final plat, a letter of credit shall be submitted to the Town in the amount of \$186,000 for sewer.
3. As built 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.

Daniel Woods, developer of the property, addressed questions from the committee regarding the project. He also requested an allowance of up to 2.5 feet of encroachment into the side setbacks in order to accommodate potential bay windows and /or fireplaces in the home designs. Mrs. Deats stated that the allowance was acceptable since the setbacks are measured from the flat wall.

After discussion, Commissioner Roberts moved to approve the Final Plat for Allenwood for the creation of 13 single-family lots and five (5) open space lots with the staff recommended contingencies as well as the additional contingency that both Letters of Credit auto renew, and with the allowance of a maximum 2.5 foot encroachment into the side set-backs for the accommodation of bay windows and fireplaces. The motion was seconded and carried unanimously.

4. Retroactive approval for the removal of an 18-inch Hackberry tree and two 20-inch Black Locust trees within the Allenwood subdivision.

Mrs. Deats reviewed her staff report and explained that during the construction of the detention pond and the roadway, three trees totaling 56 inches were removed thereby requiring the replacement of 112 inches of trees that are approved by the Planning Commission to mitigate the loss of the trees. Mrs. Deats recommended approval with the following contingencies:

1. Prior to the final certificate of occupancy, the applicant shall install all the required tree replacement.
2. Prior to the issuance of building permits, the applicant shall post a letter of credit in the amount of \$18,000 for a period of one year.

After discussion, Commissioner Blair moved for retroactive approval for the removal of an 18-inch Hackberry tree and two 20-inch Black Locust trees within the Allenwood subdivision with the staff contingencies. The motion was seconded and carried unanimously.

5. HB & TS request for an 18 inch waterline along the north side of Critz Lane crossing to the south side of Critz Lane east of Clayton Arnold Road.

Mrs. Deats reviewed her staff report and recommended approval based on the need to provide adequate service the residents of Thompson's Station.

Mr. Tom Puckett, General Manager of HB&TS, addressed questions from the commission, noting the start date would be within thirty days with duration of two to three months. The work will occur and private easements and will cause only temporary traffic disruptions lasting less than one day.

After discussion, Commissioner Burrus moved for approval of the HB & TS request for an 18 inch waterline along the north side of Critz Lane crossing to the south side of Critz Lane east of Clayton Arnold Road. The motion was seconded and carried unanimously.

Commissioner Bender requested a time line for the new Zoning Ordinance and that training dates be calendared now. Mrs. Deats noted that a training session is scheduled for July 14th at 6:00pm.

There being no further business, the meeting was adjourned at 8:19 p.m.

Jack Elder, Chairman

Attest: _____
Don Blair, Secretary

**Thompson's Station Planning Commission
Staff Report – Agenda Item 1
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 1A – \$30,000 for Roads, Drainage, Erosion Control, Landscaping and Sewer.

Bridgemore Village Section 1A is built out with the roadway is completed to binder course. However, the binder course and curbing has some damage that will need repairs prior to the installation of the surface course. This section has a detention pond that may need remedial action. Therefore, Staff recommends that the bond remain at \$30,000.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$30,000 for roads, drainage, erosion control, landscaping and sewer for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 2
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 1B – \$175,000 for Roads, Drainage and Erosion Control and Landscaping.

Bridgemore Village Section 1B is predominantly built out with the roadway is completed to binder course. However, the binder course and curbing has some damage that will need repairs prior to the installation of the surface course. Dirt is also present on the roadways and at the inlets. Therefore, Staff recommends that the bond remain at \$175,000.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$175,000 for roads, drainage, erosion control and landscaping for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 3
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 2B – \$138,000 for Roads, Drainage and Erosion Control and 36,000 for Sewer.

On October 22, 2013, Bridgemore Village Section 2B was approved by the Planning Commission with the following letters of credit: \$138,000 for roads, drainage and erosion control and \$36,000 for sewer.

On September 23, 2014, the Planning Commission reduced the bonds to \$79,000 for the roads, drainage and erosion control and \$22,800 for the sewer.

The bonds are currently scheduled for an annual review and the Town Engineer observed the site and found that this section is mostly built out with some continued construction activities. The roadway is completed to binder course, which has some damage that will need repairs prior to the installation of the surface course. Dirt is also present on the roadways and at the inlets. Therefore, Staff recommends that the bond remain at \$79,000.

The sewer is in place and functioning, however additional connections are necessary as the build out of this section continues. In addition, the surface course has not been installed and damage to the manholes may occur during binder course repair. Therefore, Staff recommends that the bond remain at \$22,800.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$79,000 for roads, drainage and erosion control and \$22,800 for sewer for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 4
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 2B – \$138,000 for Roads, Drainage and Erosion Control and 36,000 for Sewer (File: 1-D-13-007).

On October 22, 2013, Bridgemore Village Section 2B was approved by the Planning Commission with the following letters of credit: \$138,000 for roads, drainage and erosion control and \$36,000 for sewer.

On September 23, 2014, the Planning Commission reduced the bonds to \$79,000 for the roads, drainage and erosion control and \$22,800 for the sewer.

The bonds are currently scheduled for an annual review and the Town Engineer observed the site and found that this section is mostly built out with some continued construction activities. The roadway is completed to binder course, which has some damage that will need repairs prior to the installation of the surface course. Dirt is also present on the roadways and at the inlets. Therefore, Staff recommends that the bond remain at \$79,000.

The sewer is in place and functioning, however additional connections are necessary as the build out of this section continues. In addition, the surface course has not been installed and damage to the manholes may occur during binder course repair. Therefore, Staff recommends that the bond remain at \$22,800.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$79,000 for roads, drainage and erosion control and \$22,800 for sewer for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 5
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 2C – \$224,000 for Roads, Drainage and Erosion Control and 40,000 for Sewer (File: 1-D-14-011).

On August 26, 2014, Bridgemore Village Section 2C was approved by the Planning Commission with the following letters of credit: \$224,000 for roads, drainage and erosion control and \$40,000 for sewer.

The bonds are currently scheduled for an annual review and the Town Engineer observed the site and found that this section is partially built out with continued construction activities. The roadway is completed to binder course with areas of cracking that will need repairs prior to the installation of the surface course. Dirt is also present on the roadways and maintenance is necessary at the inlets. A major detention pond is located within this section and the final outlet device is not installed. The secondary area is overgrown with trees, shrubs, brush and grass. An as-built of the pond and engineering certification of construction and performance in accordance with the design is also required. Therefore, Staff recommends that the bond remain at \$224,000.

The sewer is in place and functioning, however additional connections are necessary as the build out of this section continues. In addition, the surface course has not been installed and damage to the manholes may occur during binder course repair. Therefore, Staff recommends that the bond remain at \$40,000.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$224,000 for roads, drainage and erosion control and \$40,000 for sewer for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 6
July 28, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 3A (File: 1-D-14-001b)– \$78,000 for Sewer.

On March 25, 2014, Bridgemore Village Section 3A was approved by the Planning Commission with the following letters of credit: \$97,000 for roads, drainage and erosion control and \$24,500 for sewer.

On August 27, 2014, the Planning Commission reduced the letter of credit to \$78,000 for roads, drainage and erosion control.

This bond is scheduled for an annual review. The Town Engineer has completed a site visit and observed that this section is under construction. The binder course is complete and is in good condition, however given the amount of construction traffic through this section, Staff recommends that the bond be maintained at \$78,000.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit at \$78,000 for roads, drainage and erosion control for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Item 7**

Preliminary Plat, Phase 15 for the creation of 84 lots located within Tollgate Village.

Meeting Date: July 28, 2015
Use: Residential
Zoning: High Intensity
File Number: PP 2015-006

PROJECT DESCRIPTION

A request to approve a preliminary plat for Phase 15 of Tollgate Village to create 83 single family lots and one (1) open space lot.

ANALYSIS

Preliminary Plat

The preliminary plat for Phase 15 includes 83 single family residential lots and one (1) open space lot. This phase includes an extension of Ashmore Drive and Del Mar Drive. This phase also requires the construction of new roads which include Vinemont Drive, Lewiston Street, Willmore Drive and Milford Drive.

Roadways

The standard for local roadways is 50 feet unless otherwise approved by the Planning Commission. The Planning Commission approved 46 foot roadways with a five foot grass strip for other roadways within this subdivision. Three of the proposed roads have stub outs built to this standard and the applicant is requesting the Planning Commission approve the 46 foot width for the roadways within this phase to be consistent with these approved right-of-way widths to continue/maintain the existing streetscape that has been established.

Critical Lots

Lots 1501-1506, 1509, 1512-1518, 1520-1522, 1527-1529, 1539-1542, 1553-1557, 1568-1570, 1576-1583 are designated as critical lots on the plat. At this time, Staff does not have a detailed slope analysis for these lots to determine the actual slope; however, the applicant has stated that “no natural slope exceeds 25%.” All critical lots will require engineered site plans to address all site specific issues. To confirm the slopes, Staff recommends that a detailed slope analysis for each lot be prepared to identify the slope and determine if it is natural or a result of man-made alterations. Any lot that exceeds 25% natural slope should be placed within the open space.

Lot Standards

The single family lots will vary in size from .11 acres to .33 acres with lot widths ranging from 39 feet to over 50 feet. The Subdivision Regulations state that “the minimum frontage on a public way shall be 50 feet . . . except as otherwise permitted by the Zoning Ordinance for high density subdivisions.” The subdivision currently has a mix of lot widths throughout the other sections and the applicant is requesting a reduced lot width for 24% of the lots within this phase. The applicant has submitted a justification statement requesting this reduction in order to “continue the consistent streetscape.” They have indicated that the proposed lot widths “have been studied for particular products” in order to achieve a “successful TND streetscape” in Tollgate Village.

The proposed setbacks are 15 feet for the front yard setback, 7.5 feet for the side yard setbacks and 20 feet for the rear yard setback. Therefore, the preliminary plat conforms to required Zoning Ordinance.

Traffic Study

The traffic study prepared in 2003 evaluated the project based on two phases with an anticipated 10 year completion of the entire development. Phase I consisted of approximately 700 dwelling units with an estimated trip generation of 6,069 (daily traffic). To date, 650 dwelling units are approved and are either built or under construction, and while other residential phases are proposed for the development, approval of this phase will conclude Phase I based on the number of dwelling units analyzed.

The 2003 traffic study recommended traffic mitigation for Phase I was:

1. *“The eastbound approach of the south project driveway should be constructed to include separate lanes for left and right turning movements.”*

This improvement is complete. Tollgate Boulevard eastbound has a separate left and right turn lane onto Columbia Pike.

2. *“As part of the State Route 840 construction project, TDOT plans to widen Highway 31 north of State Route 840 to a five lane cross section. The five lane section will extend for approximately 250 feet north of the high school access. Also, the planned widening will result in enough roadway width to provide a northbound left turn lane to serve the south project driveway to Tollgate Farms.”*

This improvement is complete. Columbia Pike has a five lane cross section from State Route 840 to Tollgate Boulevard along with a northbound left turn lane onto Tollgate Boulevard.

3. *“The proposed site plan shows a driveway connection between Tollgate Farms and the high school. The connection will be beneficial since it will allow traffic to travel between the high school and the residential development without being required to travel on Highway 31.”*

This improvement is not complete. Declaration Way is not a public roadway and no connection to Tollgate Village exists from this roadway.

Phase II consisted of the office and retail development with a trip generation of 14,832 (daily traffic). To date, approximately 30,000 square feet of general office and 46,800 square feet of medical office have been constructed. Phase II recommended traffic mitigation was:

1. *“It is recommended that the five lane cross-section be extended north to a point approximately 200 feet north of the north project driveway.”*
2. *“A traffic signal should be installed at the intersection of Highway 31 and the south project driveway. This signal should be installed at the onset of Phase II development.”*
3. *“The eastbound approach of the intersection of Highway 31 and the south project driveway should be improved to provide a dual left turn lane for traffic exiting the project site.”*
4. *“The eastbound approach of the intersection of Highway 31 and the north project driveway should be constructed to include a right turn lane and a left turn lane.”*

5. *“A northbound left turn lane on Highway 31 should be provided at the intersection with the north project driveway. This left turn lane should include approximately 200 feet of storage.”*
6. *“The intersection of Highway 31 and Goose Creek Bypass should be realigned to form a T intersection. It is also recommended that a traffic signal be installed at this intersection.*
7. *“A southbound left turn lane should be provided on Highway 31 at the realigned intersection with Goose Creek Bypass. This left turn lane should include approximately 150 feet of storage.”*
8. *“A westbound right turn lane on Goose Creek Bypass should be provided at the intersection of Highway 31 and Goose Creek Bypass. This right turn lane should include approximately 150 feet of storage.*

With the exception of a northbound turn lane at the proposed location of the secondary access, none of the other improvements related to Phase II have been completed, however Phase I is still underway and Phase II is predominantly undeveloped with the exception of the Shelter Insurance office building and the Williamson Medical office building.

An updated traffic study was completed in February 2015 and submitted with a proposed revision to the site development plan. The traffic study was updated due to a proposed change to the overall development with an anticipated completion year of 2020. Based on the proposed land uses, the traffic generation is substantially lower than the original project. The traffic study identifies study references that TDOT has reviewed the project area, and that based on “preliminary indications that a new traffic signal will be installed as part of TDOT improvements, the analysis of the intersection under traffic signal control indicates that the acceptable intersection operations can be provided” with the following mitigation measure:

1. *“A southbound right turn lane should be constructed on Columbia Pike at Tollgate Boulevard. The storage length of this turn lane should be 250 feet with 100 feet of taper.”*

In addition, the updated traffic study addresses the secondary access to the north of Tollgate Boulevard. The original plans proposed a secondary access 640 feet north of Tollgate Boulevard, however, due to feasibility issues, the study suggests moving the access 240 feet to the south to avoid conflict with the bridge. Regardless of the placement of this access, the applicant will be responsible to obtain approval from TDOT prior to the construction of any roadway connection.

Construction Plans

While the preliminary plat provides an entitlement to move forward with the phase, construction plans have not been submitted to the Town for review at this time. The construction documents provide all the necessary engineering for the development. Since the construction drawings have not been submitted at this time, engineering issues have not been identified or addressed, including but not limited to grading, drainage, etc. Therefore, should any issues arise during the construction plan review that requires changes to the preliminary plat; it shall be incumbent on the applicant to revise the preliminary plat accordingly to meet all engineering related standards.

Open Space

The preliminary plat shows one open space lot, which totals 14.36 acres. There are approximately 65 acres of recorded open space within the overall master plan. The open space that is proposed provides a contiguous connection to other open space within the development plan.

RECOMMENDATION

Based on the project's consistency with the site development plan and the Town's Zoning Ordinance, Staff recommends that the Planning Commission approve the project with the 46 foot rights-of way and the reduced lot widths as proposed on the preliminary plat contingent on the following:

1. Prior to the submittal of the final plat, the applicant shall enter into a development agreement for Tollgate Village Phase 15.
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 submittal of the final plat for Phase 15, a schedule of improvement for traffic mitigation including the secondary access and traffic signal shall be submitted for review and approval.
6. Prior to the submittal of a final plat for Phase 15, a detailed slope analysis shall be prepared showing slopes 15% - 25% and slopes exceeding 25%. Any lots located within areas exceeding 25% slopes shall be located within an open space lot.

ATTACHMENT

Preliminary Plat Map

Tollage Village Development Plan

Tollgate Village Phasing Plan

Justification Statement dated July 9, 2015

MEMORANDUM

RAGAN SMITH

To: Wendy Deats
Town of Thompson's Station

From: Brett Smith, RLA, AICP

Date: July 9, 2015

Project: 10-081/9260

Reference: Tollgate Village, Section 15
Justification Statement

c: George Dean
Brian Rowe
Bob Nichols

Wendy,

The rational/justification for Section 15 "modification of standards" (lot widths and road sections) are as follows:

- Road Widths: These are consistent with what has been developed in the residential portion of Tollgate Village for the previous 14 sections. There are three stub-out roads that are already built into this section, with those same road widths and pavement sections planned and accounted for. The intent is to have a consistency in the "feel" and the streetscape through all phases, and not have an abrupt change or dramatic visual difference from phase to phase.
- Lot Widths: This phase has less of a percentage of lots under 50' than most of the previous sections. It is consistent with all the other sections of single-family, having a mix of lot sizes for a range of product types (which is in keeping with the stated goals of the Town's Comprehensive Plan). Again, to continue the consistent streetscape, the proposed lot widths have been studied for particular products and how they can accomplish, through the architectural massings, this successful T.N.D. streetscape established thus far. Specifically, there are, now as resubmitted, 24% of the proposed lots that are under 50'. To compare that to previous sections, please see the following:

Under 50'

Section 1	-	64%
Section 2	-	53%
Section 4	-	44%
Section 7	-	74%
Section 10	-	60%
Section 13	-	28%
Section 14	-	39%

As shown above, this section has deliberately been designed with significantly less of a percentage of lots below 50'. Since the current *Zoning Ordinance* provides that it is within the purview of Planning Commission to waive that standard, and being in the interest of continuity, it is requested that be continued.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 8**

Non-Residential Site Plan approval for a 13,150 square foot located at 2604 Thompson's Station Road East.

Meeting Date: July 28, 2015

Map / Parcel: 146-016.19

Zoning: Town Center

File Number: SP 2015-004

PROJECT DESCRIPTION

A site plan request for a new 13,150 square foot administrative office building along the north side of the project site.

ANALYSIS

Zoning

The site is located within the Town Center zoning district which permits churches and ancillary uses with approval of a site plan. The district requires a minimum of a 10 foot front yard setback, five foot side yard setbacks and a 15 foot rear yard setback along with 30% open space. The proposed building is a one story accessory building with a maximum height of 19 feet for administrative offices located in the rear of an already developed project site and exceeds setback requirements. Permitted lot coverage is 25%. With the construction of the proposed administrative offices, lot coverage will be approximately 11%. All access to the building is existing and the applicant is providing the necessary parking and landscaping for the new building. Mechanical equipment is proposed on the roof and will be screened by a parapet. As a result of the construction of this project, the existing temporary structure on site will be removed. Therefore, the project conforms to the Zoning Ordinance requirements for non-residential standards.

Parking

The project site has several buildings on site for religious assembly and other ancillary uses. The sanctuary has a total of 954 seats requiring 318 parking spaces; the student center, worship center and equipping center require 287 parking spaces; classrooms in the east campus building require 18 parking spaces; and existing office area requires 37 parking spaces. Therefore, 660 parking spaces are required for the project site. The proposed office building will require 44 parking spaces for a total parking requirement of 704 spaces. The site currently has 708 parking spaces. Therefore, the proposed project is consistent with the Zoning Ordinance requirements for parking.

Landscaping

The landscaping requirements within the zoning ordinance require a .6 opacity buffer between non – residential and residential land uses. The applicant proposes Alternative C which requires a 50 foot wide buffer with 5.25 plant units per 100 linear feet. The proposed landscaping will consist of 12 canopy trees, which include Chinese Elm and Japanese Zelkova; 23 evergreen trees, which include Red Cedar and Japanese Black Pine; and 104 shrubs which include forsythia and holly. In addition the applicant is proposing some foundation plantings consisting of shrubs around the front

elevation of the office building. Therefore, the project conforms to the Zoning Ordinance requirements for landscaping.

Design

The proposed administrative building will be a concrete split face block painted to match the existing sanctuary/equipping center. The building will also consist of a brick wrap around the base of the building and around the top along with a brick entry way to match the existing building. The entry way projects from the main structure and will be roofed in order to match the main entry of the sanctuary/equipping building. The project is subject to Design Review Committee review and approval of the design and landscaping. The meeting date for this project is August 5, 2015.

Construction Plans

While the site plan provides an approval to move forward with the project, construction plans have not been submitted to the Town for review at this time. Any engineering-related issues that arise, including but not limited to grading, drainage, etc. shall be a requirement by the applicant to revise the project accordingly to meet all engineering related standards.

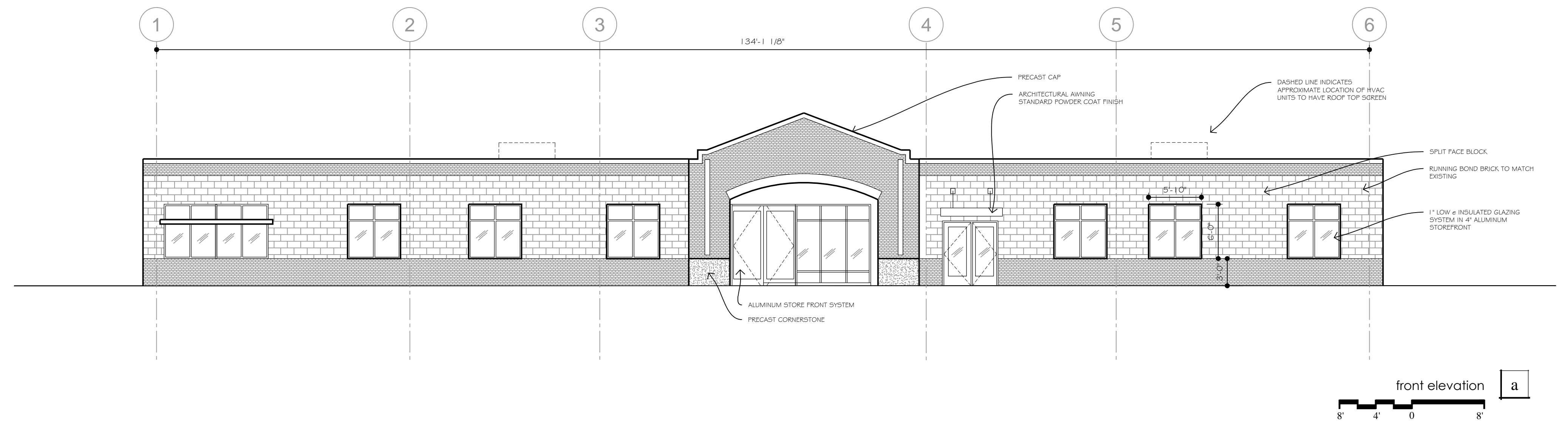
RECOMMENDATION

Based on the project's consistency with the Town's Zoning Ordinance, Staff recommends the Planning Commission approve the project with the following contingencies:

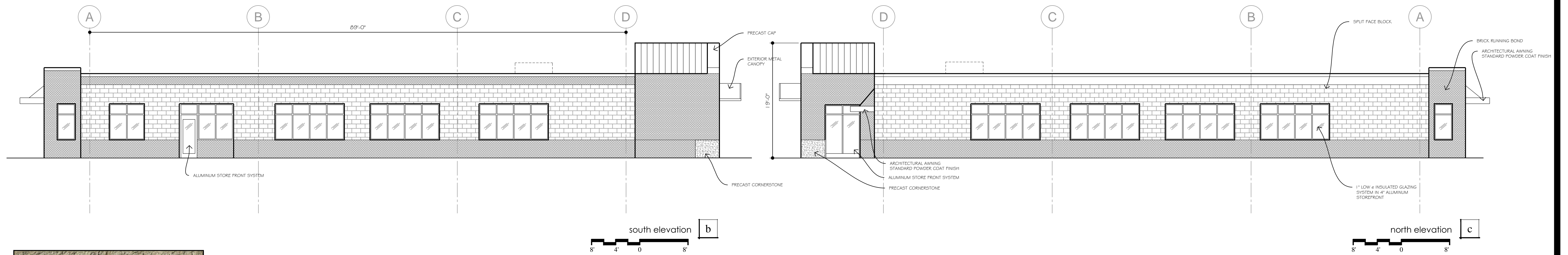
1. Prior to approval of a building permit, complete construction plans demonstrating compliance with all applicable codes shall be submitted and approved.
2. Prior to approval of a building permit, the applicant shall obtain DRC approval for the design and landscaping.
3. Prior to occupancy, the temporary office trailer on site shall be removed.

ATTACHMENTS

Site Plan packet
Building Elevations
Rendering

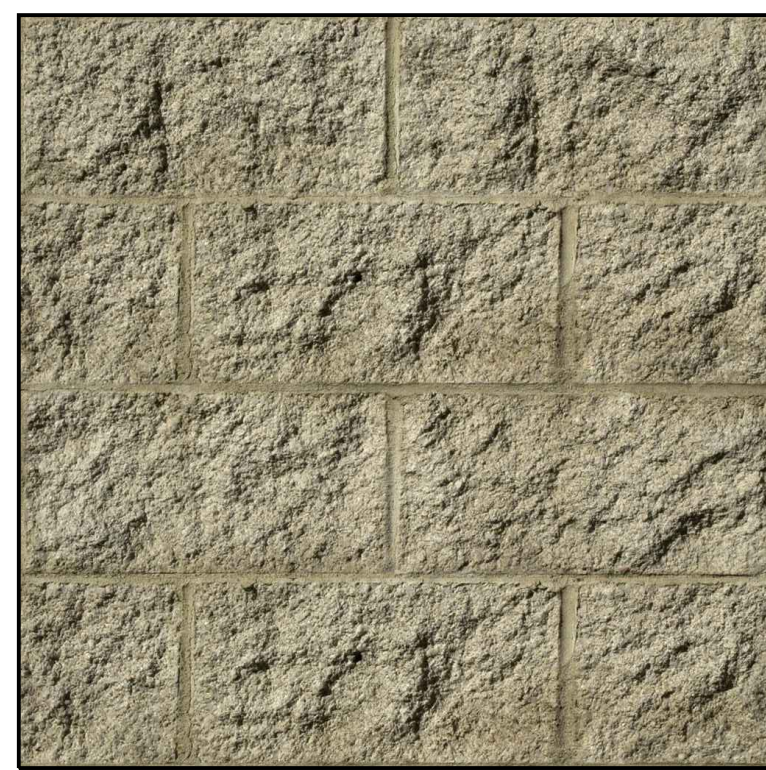


front elevation **a**

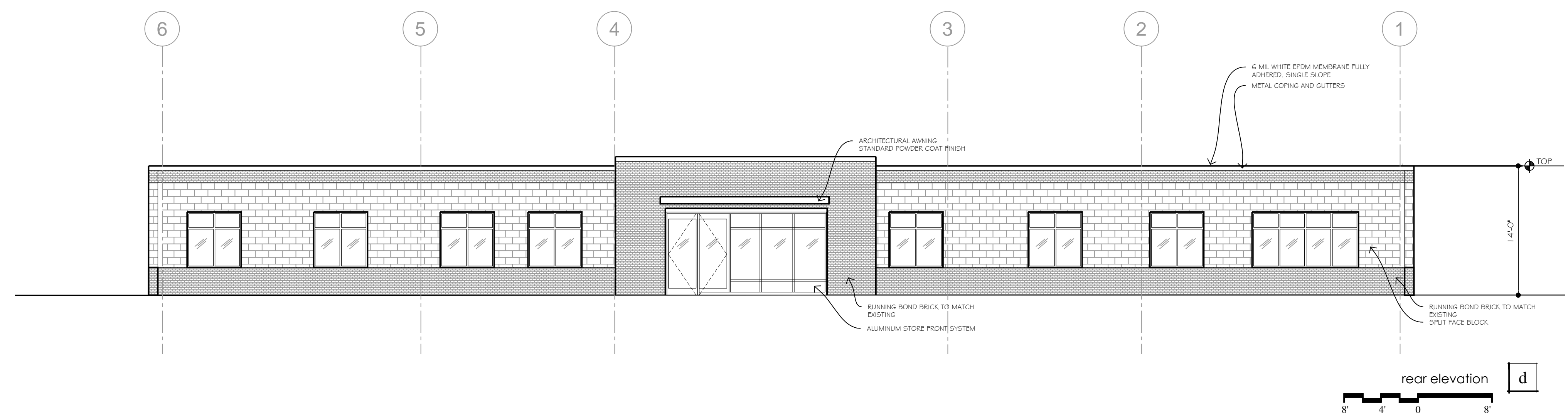


south elevation **b**

north elevation **c**



split face block



rear elevation **d**



Thompson Station Church