

Town of Thompson's Station
Municipal Planning Commission
Meeting Agenda
August 25, 2015

Meeting Called To Order

Pledge Of Allegiance

Minutes-

1. Consideration Of The Minutes Of The July 28, 2015 Meeting

Documents: [072815 PC MTG MINUTES.PDF](#)

Public Comments-

Old Business:

1. Letter Of Credit Review For Bridgemore Village Section 1A

\$30,000 for roads, drainage and erosion control, landscaping and sewer.

Documents: [082515 ITEM 1 - BRIDGEMORE 1A LETTER OF CREDIT ANNUAL REVIEW DEFERRED.PDF](#)

2. Letter Of Credit Review For Bridgemore Village Section 1B

\$175,000 for roads, drainage and erosion control, landscaping and sewer.

Documents: [082515 ITEM 2 - BRIDGEMORE 1B LETTER OF CREDIT ANNUAL REVIEW DEFERRED.PDF](#)

3. Letter Of Credit Review For Bridgemore Village Section 2A

\$60,000 for roads, drainage and erosion control.

Documents: [082515 ITEM 3 - BRIDGEMORE 2A LETTER OF CREDIT ANNUAL REVIEW DEFERRED.PDF](#)

New Business:

1. 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).

Documents: [082515 ITEM 4 - CANTERBURY 9A LETTER OF CREDIT ANNUAL REVIEW.PDF](#)

2. Letter Of Credit Review For Bridgemore Village Section 3B

\$56,000 for roads, drainage and erosion control (File: 1-D-14-007).

Documents: [082515 ITEM 5 - BRIDGEMORE 3B RDEC LETTER OF CREDIT ANNUAL REVIEW.PDF](#)

3. 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).

Documents: [082515 ITEM 6 - TOLLGATE 14A LETTER OF CREDIT ANNUAL REVIEW.PDF](#)

4. **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).

Documents: [082515 ITEM 7 - CANTERBURY 4B LETTER OF CREDIT ANNUAL REVIEW.PDF](#)
5. **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).

Documents: [082515 ITEM 8 - CANTERBURY 5 LETTER OF CREDIT ANNUAL REVIEW.PDF](#)
6. **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).

Documents: [082515 ITEM 9 - CANTERBURY 7A LETTER OF CREDIT ANNUAL REVIEW.PDF](#)
7. **Preliminary Plat**
For the creation of 32 lots within Phase 11 of The Fields of Canterbury (File: PP 2015 - 005).

Documents: [082515 ITEM 10 - STAFF REPORT FOR PHASE 11 PP.PDF](#)
8. **Site Plan**
For the development townhomes within Section 1B of The Fields of Canterbury (SP 2015- 001).

Documents: [082515 ITEM 11 - STAFF REPORT FOR TOWNHOMES.PDF](#)
9. **Adoption Of The Subdivision Regulations And Consideration Of The Draft Land Development Ordinance (Zone Amend 2015-005).**

Documents: [082515 ITEM 12 - LDO STAFF REPORT.PDF](#)

Adjourn

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

Minutes of the Meeting
of the Municipal Planning Commission
of the Town of Thompson's Station, Tennessee
July 28, 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 28th day of July, 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 June 23, 2015 Meeting were previously submitted.

Commissioner Benson moved for approval of the June 23, 2015 meeting minutes. The motion was seconded and carried unanimously.

Public Comment: None.

Old Business: None.

New Business:

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

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Commissioner Burrus expressed concern that the bond amounts for Bridgemore Sections 1A, 1B and 2A were insufficient to cover all road damage. The bond amounts were set prior to the employment of Town Engineer Steve Clifton, and Mr. Clifton agreed that the bond amounts are insufficient. Mr. Clifton will conduct an assessment of the three sections and provide his estimate for adequate bond amounts prior to the next Planning Commission meeting.

Commissioner Burrus moved to defer to the August 25th Planning Commission meeting 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; 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

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).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Commissioner Benson moved to defer to the August 25th Planning Commission meeting Agenda Items 4, 5 and 6 so Mr. Clifton can reassess the bond amounts. Mrs. Deats explained the bond review process and stated that Mr. Clifton had done the research on these items and the bond amount recommendations were from him. Commissioner Benson withdrew the motion.

Commissioner Roberts moved to approve the extension of the Letter of Credit for Bridgemore Village Section 2B - \$79,000 for roads, drainage and erosion control and \$22,800 for sewer. The motion was seconded and carried unanimously.

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).

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 Bridgemore Village Section 2C - \$224,000 for roads, drainage and erosion control and \$40,000 for sewer. The motion was seconded and carried unanimously.

6. Letter of Credit review for Bridgemore Village Section 3A - \$78,000 for roads, drainage and erosion control (File: 1-D-14-001b).

Mrs. Deats reviewed her staff report and recommended extension of the Letter of Credit for another year with the option for automatic renewal. Mrs. Deats also noted a typographical error in the title of the staff report: instead of the word “Sewer”, the title should have read “Roads, Drainage and Erosion Control”.

Commissioner Roberts moved to approve the extension of the Letter of Credit for Bridgemore Village Section 3A - \$78,000 for roads, drainage and erosion control. The motion was seconded and carried unanimously.

7. Preliminary Plat - For the creation of 84 lots within Phase 15 of the Tollgate Village (File: PP 2015 – 006).

Mrs. Deats reviewed her staff report as well as the 2003 traffic study along with a revised 2015 traffic study to provide background information to the commission. Mrs. Deats recommended approval of 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 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.

Mrs. Deats answered questions regarding the traffic study. Mr. Brett Smith of Ragan Smith, on behalf of the applicant, answered questions regarding traffic mitigation and traffic signals and whether or not the developer would finance the improvements. Mr. Smith stated that he believes the applicant will finance the improvements, however the scope of work is unknown at this point. The applicant will work with staff to come to an agreed upon conclusion and implement a schedule of improvements. Mrs. Deats and Mr. Smith also answered questions regarding lot width; front vs. rear load (alley load) garages; consistency with neighborhood look. Commissioner Burrus questioned whether reduced lot widths should be brought before the BZA: Mrs. Deats stated that the lot widths and right-of-way widths are within the Subdivision Regulations which are adopted by the Planning Commission, therefore the Planning Commission has the authority to deviate from them. Commissioner Bender acknowledged the applicant's adjustments to the plat in response to the commissions concerns and expressed her concern regarding continued building with continuing traffic issues and building variances, recommending an independent traffic study be conducted. Commissioner Blair asked questions regarding critical lots; Mrs. Deats and Mr. Smith explained critical lots and slope analysis on the plat. Commissioner Burrus recommended the addition of an updated traffic study and a third party traffic study review to the list of staff contingencies

Commissioner Dilks moved to defer the item to the August 25th Planning Commission meeting due to the large amount of information presented. There being no second the motion failed.

Chairman Elder asked staff if any complaints or concerns have been filed regarding street widths in Tollgate Village. Mrs. Deats stated that other than Commissioner Bender and possibly other commissioners concerns, no complaints have been received. Mr. Cosentini stated that the wider the roads are the faster traffic will move, therefore wide roads in neighborhoods are not necessarily good – narrower roads help to control traffic speed. Commissioner Roberts stated that while he is not in favor of approving narrower than 50 foot road widths going forward, this particular request does comply. Commissioner Bender stated that as a resident, she has seen traffic unable to move through the streets when cars are parked on both sides.

Commissioner Burrus moved to approve the Preliminary Plat for the creation of 84 lots within Phase 15 of the Tollgate Village to include all staff recommended contingencies as well as the amendment to contingency #5 as follows: Prior to the submittal of the final plat for Phase 15, an updated traffic study showing a schedule of improvement for traffic mitigation including the secondary access and traffic signal shall be submitted for review and approval and a third party review will be completed. The motion was seconded. Commissioner Dilks restated his opposition to approving the plat. The motion passed by a vote of 4-3 with Commissioners Bender, Dilks and Benson casting the opposing votes.

8. Site Plan – For the development a 13,150 square foot building located at 2604 Columbia Pike (SP 2015-001).

Mrs. Deats reviewed her staff report and recommended approval of the site plan 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.

Pastor Duane Murray of Thompson’s Station Church answered questions and stated his organization is interested in the development of retail on their corner in order to blend with the vision of the Town Center design.

Commissioner Roberts moved to approve the Site Plan for the development of a 13,150 square foot building located at 2604 Columbia Pike. The motion was seconded and carried unanimously.

Commissioner Bender asked Mr. Cosentini about staggered term limits for Planning Commissioners and how the limits are determined. Mr. Cosentini explained that the new commissioners are finishing out the terms of the previous commissioners and that he and Mayor Napier determined who replaced whom.

Commissioner Blair asked about the creation of a Preliminary Plat checklist. Mrs. Deats stated that the existing checklist is available on the Town website, noting that it will be updated with the new Ordinance.

9. Draft Land Development Ordinance (Zone Amend 2015-005).

Mrs. Deats introduced the draft version of the new Land Development Ordinance. Susan Henderson of PlaceMakers will be in town to review the document and answer questions of the Planning Commission (PC) and BOMA. Ms. Henderson will meet with PC and BOMA on August 5th & 6th from 5:30pm-9:30pm. Staff will meet with PC and BOMA on August 18th at 6:30pm. Staff plans to present the new Land Development Ordinance to the Planning Commission at the regular PC meeting on August 25th for a vote to recommend the Ordinance to BOMA.

Commissioner Bender requested a list of attendees at a private developer meeting held during the PlaceMakers charrette process. Mr. Cosentini stated that there were no private meetings held, the doors were open at all times and the meeting schedules were posted online. Mrs. Deats said she would email the sign-in sheets for all meetings held.

Commissioner Blair asked Mr. Cosentini to introduce the Land Development Ordinance and put everything in context with Town plans and the creation of a Major Thoroughfare Plan.

There being no further business, Chairman Elder made a motion to adjourn. The motion was seconded and the meeting was adjourned at 8:21 p.m.

Jack Elder, Chairman

Attest: _____
Don Blair, Secretary

**Thompson's Station Planning Commission
Staff Report – Agenda Item 1
August 25, 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 completed to binder course. However, the binder course and curbing have 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 along with an as built survey once the pond is complete.

On July 28, 2015, the Planning Commission reviewed the bond for Bridgemore Village Section 1A and requested that Staff review the bond and provide probable remedial cost for the remaining roadway work which includes repair to the binder course, surface paving and work related to the detention pond.

Based on the probable construction cost from a visual assessment of the site, Staff estimates that the additional work may be \$71,000. However, Staff notes that variables exist such as the fluctuating cost of labor, materials, equipment and other services provided by outside contractors.

Recommendation

Staff recommends that the Planning Commission review the letter of credit for roads, drainage, erosion control, landscaping and sewer and make a determination on the bond.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 2
August 25, 2015**

LETTER OF CREDIT ANNUAL REVIEW

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

Bridgemore Village Section 1B is predominantly built out with the roadway completed to binder course. However, the binder course and curbing have 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. This section has a detention pond that may need remedial action along with an as built survey once the pond is complete.

On July 28, 2015, the Planning Commission reviewed the bond for Bridgemore Village Section 1B and requested that Staff review the bond and provide probable remedial cost for the remaining roadway work which includes repair to the binder course, surface paving and work related to the detention pond.

Based on the probable construction cost from a visual assessment of the site, Staff estimates that the additional work may be \$180,000. However, Staff notes that variables exist such as the fluctuating cost of labor, materials, equipment and other services provided by outside contractors.

This section also contains alleys, which are access easements on private property and are not part of the public ROW system and as such are not considered as public improvements. The cost for the surface course is not part of this bond and remediation of the binder course is also not part of this bond.

Recommendation

Staff recommends that the Planning Commission review the letter of credit for roads, drainage, erosion control, landscaping and sewer and make a determination on the bond.

**Thompson's Station Planning Commission
Staff Report – Agenda Item 3
August 25, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 2A – \$60,000 for Roads, Drainage and Erosion Control.

Bridgemore Village Section 2A is built out with the roadway completed to binder course. However, the binder course has significant damage that will need repairs prior to the installation of the surface course. Dirt is present on the roadways and at the inlets which requires cleaning prior to the determination of necessary repairs. This section has a detention pond that may need remedial action along with an as built survey once the pond is complete.

On July 28, 2015, the Planning Commission reviewed the bond for Bridgemore Village Section 2A and requested that Staff review the bond and provide probable remedial cost for the remaining roadway work which includes repair to the binder course, surface paving and work related to the detention pond.

Based on the probable construction cost from a visual assessment of the site, Staff estimates that the additional work may be \$71,000. However, Staff notes that variables exist such as the fluctuating cost of labor, materials, equipment and other services provided by outside contractors.

Recommendation:

Staff recommends that the Planning Commission review the letter of credit for roads, drainage, erosion control, landscaping and sewer and make a determination on the bond.

**Thompson's Station Planning Commission
Staff Report Item 4
August 25, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Fields of Canterbury, Section 9A (File: 1-D-14-012)– \$109,000 for Roads, Drainage and Erosion Control and \$40,000 for Sewer.

Fields of Canterbury Section 9A is scheduled for renewal. The Town Engineer has completed a site visit and observed that the roadway is complete to binder course with drainage systems installed and operational. The townhomes are under construction with approximately 50% built or under construction. There is some damage to the binder course with ongoing damage expected. There is dirt on the roadway and inlet protection should be cleaned of debris.

Sewer is installed and operational, however other connections will be made as the section continues to develop.

Recommendation

Staff recommends that the Planning Commission extend the letter of credit at \$109,000 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 – Item 5
August 25, 2015

LETTER OF CREDIT ANNUAL REVIEW

Bridgemore Village, Section 3B (File: 1-D-14-007)– \$56,000 for Roads, Drainage and Erosion Control.

On March 25, 2014, Bridgemore Village Section 3B was approved by the Planning Commission with the following letters of credit: \$155,000 for roadways, grading, drainage and erosion control and \$49,600 for sewer.

On September 23, 2014, the roads, drainage and erosion control letter of credit was reduced to \$56,000. The sewer bond was reviewed in May 2015 and reduced to \$20,000.

The letter of credit for roads, drainage and erosion control is scheduled for renewal. The Town Engineer has completed a site visit and observed that this section is complete to binder course and residential construction is nearly complete. The binder course may experience some damage due to future construction traffic. Surface course has not been installed. Drainage systems have been installed and inlet heights are 1.5 inches above binder and will not provide drainage per design until the surface course is installed. An as built will be required before release of bond.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit in the amount of \$56,000 for another year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Item 6
August 25, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Tollgate Village, Section 14A – \$165,000 for Roads, Drainage and Erosion Control and 74,000 for Sewer. (File: 1-D-14-009)

On August 26, 2014, Tollgate Village Section 14A was approved by the Planning Commission with the following letters of credit: \$550,000 for roadways, grading, drainage and erosion control and \$94,000 for sewer.

On September 23, 2014, the Planning Commission reduced the roads, drainage and erosion control letter of credit to \$165,000 and the sewer letter of credit to \$74,000.

The letters of credit are scheduled for renewal. Therefore, the Town Engineer has conducted a site visit and observed the roadway has been completed to binder course, with curbs installed. Binder course has experienced some damage and is expected will continue to undergo damage due to construction traffic. Drainage systems have been installed and an as built will be required before release of bond. There is dirt on roadway and lots under construction and some erosion control is in place, but requires maintenance. Drainage barriers at the inlets need to be cleaned and or replaced.

Sewer is installed and operational, however other connections will be made as the section continues to develop.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit for roads, drainage and erosion control to \$165,000 and sewer to \$74,000 for a period of one year with an option for automatic renewal.

Thompson's Station Planning Commission
Staff Report _ Item 7
August 25, 2015

LETTER OF CREDIT ANNUAL REVIEW

Fields of Canterbury, Section 4B – \$46,000 for Roads, Drainage and Erosion Control and 16,000 for Sewer. (File: 1-D-13-018)

On November 19, 2013, Fields of Canterbury Section 4B was approved by the Planning Commission with the following letters of credit: \$126,000 for roadways, grading, drainage and erosion control and \$49,000 for sewer.

On October 20, 2014, the Planning Commission reduced the roads, drainage and erosion control letter of credit to \$46,000 and the sewer letter of credit to \$16,000.

The letters of credit are scheduled for renewal. Therefore, the Town Engineer has conducted a site visit and observed this section is nearly built out. Roadway has been completed to binder course. The binder course may undergo some damage due to future construction traffic. Drainage systems have been installed and an as built will be required before release of bond. Inlet protection is in place; but needs to be cleaned of debris.

Sewer has been installed and is operational.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit in the amount of \$46,000 for roads, drainage and erosion control and \$16,000 for sewer for a year with the option for automatic renewal.

Thompson's Station Planning Commission
Staff Report – Item 8
August 25, 2015

LETTER OF CREDIT ANNUAL REVIEW

Fields of Canterbury, Section 5 – \$98,000 for Roads, Drainage and Erosion Control and 78,000 for Sewer. (File: 1-D-14-013)

On October 28, 2014 Fields of Canterbury Section 5 was approved by the Planning Commission with the following letters of credit: \$98,000 for roadways, grading, drainage and erosion control and \$78,000 for sewer.

The letters of credit are scheduled for renewal. Therefore, the Town Engineer has conducted a site visit and observed this section has a substantial amount of lots remaining. Roadway has been completed to binder course, with curbs constructed. The binder course will undergo some damage due to future construction traffic. Drainage systems have been installed and this section has a detention pond which will require as built survey before release of the bond. Erosion control is ongoing with some dirt on roadway. Inlet protection is in place for most of the inlets but needs to be cleaned.

Sewer has been installed and is operational. This section also includes an abandoned pump station that has not been completely dismantled, is overgrown and showing signs of neglect.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit in the amount of \$98,000 for roads, drainage and erosion control and \$78,000 for sewer for a year with the option for automatic renewal.

**Thompson's Station Planning Commission
Staff Report – Item 9
August 25, 2015**

LETTER OF CREDIT ANNUAL REVIEW

Fields of Canterbury, Section 7A – \$92,000 for Roads, Drainage and Erosion Control and \$96,000 for Sewer. (File: 1-D-13-009)

On November 19, 2013, Fields of Canterbury Section 7A was approved by the Planning Commission with the following letters of credit: \$280,000 for roadways, grading, drainage and erosion control and \$103,000 for sewer.

On October 20, 2014, the Planning Commission reduced the roads, drainage and erosion control letter of credit to \$92,000 and the sewer letter of credit to \$96,000.

The letters of credit for Section 7A are scheduled for renewal. Therefore, the Town Engineer has conducted a site visit and observed that the roadway has been completed to binder course, with curbs constructed. Residential construction is ongoing with approximately 70% built out. The binder has experienced some damage and it is expected that the binder course will continue to undergo damage due to construction traffic. Drainage systems have been installed and an as built will be required before release of bond. Some individual lots under construction have no erosion control measures in place. Inlet protection is in place for most of the inlets but needs to be cleaned.

Sewer has been installed and is operational, however this section includes the pump station that serves the future sections and has not been operated at full capacity at this time.

Recommendation:

Staff recommends that the Planning Commission extend the letter of credit in the amount of \$92,000 for roads, drainage and erosion control and \$96,000 for sewer for a year with the option for automatic renewal.

Thompson's Station Planning Commission
Staff Report – Item 10 (PP 2015-005)
August 25, 2015

Preliminary Plat, Phase 11 for the creation of 32 lots located within The Fields of Canterbury.

PROJECT DESCRIPTION

Ragan Smith & Associates, on behalf of Hood Development submitted a request for a preliminary plat to create 29 single family lots and three (3) open space lots within the Fields of Canterbury community.

ANALYSIS

Land Use/Density

The development is located within the High Intensity zoning district which permits three units an acre and permits housing options that include single-family and townhomes. The overall project site is 270.5 acres and consists of 204 townhomes and 612 single-family dwellings for a total of 816 residential units for a total density of three units per acre. This phase is within the master planned area and will contain 29 single-family lots in a manner consistent with the previously approved layout of the development. Therefore, the project conforms to the Zoning Ordinance for land use and density.

Lot Width and Setbacks

The single family lots will vary in size from .17 acres to .24 acres with lot widths ranging from 57 feet to approximately 75 feet. The proposed setbacks are 25 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 lot widths standards within the Subdivision Regulations and the setback requirements within the Zoning Ordinance.

Roadways

The standard for local roadways is 50 feet and 40 feet for one way streets unless otherwise approved by the Planning Commission in planned developments. Development of the lots within this phase will require the extension of Chaucer Park Lane across the existing bridge. Chaucer Park Lane will have a width of 50 feet. This phase also includes a portion of Sturry Cove Drive, a one way street with a width of 40 feet and a portion of Wellesley Square Lane and Bramblewood Lane with widths of 50 feet. The construction documents show a cross section that includes a four foot sidewalk; however the Subdivision Regulations require a five foot sidewalk. Therefore, staff recommends a contingency be placed on the project to require the sidewalk be constructed with a width of five feet. With the incorporation of the contingency, the roadway infrastructure conforms to the standards within the Subdivision Regulations.

Critical Lots

Lots 1109-1116, 1118-1123 and 1128 are designated as critical lots on the plat. The slope analysis prepared identifies slopes greater than 15% but less than 25% within these areas. However, given the nature of the area as a whole, a mass grading plan will be required during the construction plan approval process. In addition, as part of the review for building permits, all critical lots require engineered site plans to address all site specific issues.

Open Space

The original development plan was approved with a 25% requirement for open space. In May 2015, the applicant submitted a revised plan increasing the open space to 31%. The development currently has 42.85 acres of open space which is approximately 50% of the requirement. The preliminary plat creates three open space lots, totaling 10.68 acres which provides a contiguous connection to other open space within the development. Therefore, the project is consistent with the site development plan.

Trees

The preliminary plat identifies 36 trees that will be removed as part of the development. The Planning Commission advised during the preliminary plat process, a tree inventory would be required addressing necessary removals during the platting process. A tree replacement plan is still necessary. Therefore, Staff recommends a contingency be placed on the project to require that the replacement plan be approved prior to the approval of any construction documents.

Construction Plans

While the preliminary plat provides an entitlement to move forward with the phase, construction plans are submitted, but review is not complete at this time. The construction documents provide all the necessary engineering for the development. During the review of the construction drawings, any engineering issues that are identified, including but not limited to grading, drainage, etc. will be required to be addressed adequately prior to approval. Therefore, any issues that arise during the construction plan review will be incumbent on the applicant to revise the preliminary plat accordingly to meet all engineering related standards.

Construction Route

On March 24, 2015, the Planning Commission approved the construction route (see attached) which provided access predominantly from Callaway Park Place to access all other necessary roads into the different phases. Phase 11 will have access from Callaway Park Place to Chaucer Park Lane and into these future sections.

RECOMMENDATION

Based on the project's consistency with the site development plan and the Town's Subdivision Regulations and Zoning Ordinance, Staff recommends 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.

ATTACHMENT

Preliminary Plat Map

Thompson's Station Planning Commission
Staff Report – Item 11 (File: SP 2015-005 & DR 2015-005)
August 25, 2015

Site Plan for the development of a five unit townhome building within Section 1B of the Fields of Canterbury.

PROJECT DESCRIPTION

Ford Homes submitted a request for approval of a site plan for the development of a five-unit townhome building on Danby Trace Drive within the Fields of Canterbury community.

ANALYSIS

Site plan

The applicant is proposing the development of one five-unit townhome building with detached garages to be located on Lots 137 – 141 with frontage along Danby Trace Drive. These units are surrounded by residential development to the north, east and west and open space to the south. The townhomes will have access from an alley that will extend between Channing Drive and Hampshire Place.

Land Use/Density

The development is located within the High Intensity zoning district which permits three units an acre and permits housing options that include single-family and townhomes. The overall project site is 270.5 acres and consists of 204 townhomes and 612 single-family dwellings for a total of 816 residential units for a total density of three units per acre. This section of townhomes was approved as part of Phase 1B within the master planned area and is consistent with the previously approved layout of the development. Therefore, the project conforms to the Zoning Ordinance for land use and density.

Setbacks/Height

The proposed townhomes have a 15 foot front yard setback which conforms to the required setbacks. Each unit will have a detached one car garage in the rear portion of the site with access from the alley. All driveways are a minimum of 20 feet in length and provide an additional parking space. The maximum allowable height is 35 feet. The townhomes maximum height is no greater than 30 feet. Therefore, the project meets setback and height requirements within the Zoning Ordinance.

Architecture

The architecture consists of a mixture of brick veneer, turned brick accents, fiber cement, planter boxes under windows and shutters. The Design Guidelines state to “keep the design consistent with the positive character of the surrounding area in terms of both existing character and desired future character.” The proposed design is substantially consistent with the Fields of Canterbury community which consists of a mixture of brick and fiber cement or hardiplank siding. The DRC is scheduled to review the architecture on September 2, 2015.

Landscaping

Most units will have one front yard tree consisting of a Gold maple, Dogwood, Holly or Crape Myrtle. The remaining landscaping consists of shrubs and grasses with groundcover. The landscaping is consistent with the existing landscaping for the other townhomes within the neighborhood.

RECOMMENDATION

Based on the project’s consistency with Town’s Zoning Ordinance, Staff recommends that the Planning Commission approve the project subject to the following contingency:

1. Prior to the issuance of building permits, the applicant shall obtain approval from the Design Review Commission.

ATTACHMENTS

Site Plan packet

Thompson's Station Planning Commission
Staff Report – Item 12 (File: Zone Amend 2015-005)
August 25, 2015
Land Development Ordinance.

PROJECT DESCRIPTION

This is a staff initiated repeal of the current Subdivision Regulations and Zoning Ordinance to adopt a new Land Development Ordinance, which will contain updated Subdivision Regulations and Zoning.

BACKGROUND/ANALYSIS

Staff requested approval in October 2014 to pursue a planning consulting team to re-write the Zoning Ordinance. The Zoning Ordinance was in need of updates to better address the needs of the Town. Therefore, in January 2015, Placemakers was hired to perform the comprehensive evaluation of the Ordinance and develop a new ordinance, which includes an update to the Subdivision Regulations and the Zoning Ordinance.

RECOMMENDATION

Staff has 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.

ATTACHMENTS

Draft Land Development Ordinance