

**MINUTES
FARRAGUT MUNICIPAL PLANNING COMMISSION**

September 19, 2013

MEMBERS PRESENT

Rita Holladay, Chairman
Ed St. Clair, Vice-Chairman
Ron Honken, Alderman
Ed Whiting, Secretary
Annette Brun
Betty Dick
Noah Myers
Louise Povlin

MEMBERS ABSENT

Ralph McGill, Mayor

Staff Representatives: Mark Shipley, Interim Community Development Director
Gary Palmer, Assistant Town Administrator
David Smoak, Town Administrator

Chairman Holladay called the meeting to order at 7 p.m.

CITIZEN FORUM

Chairman Holladay reminded the commissioners about an upcoming training opportunity on Tuesday, October 1, 2013 from 6 – 8 p.m. The training will take place at the TDEC Training Center, 761 Emory Valley Road in Oak Ridge.

Chairman Holladay asked staff (Shipley) to provide an overview of the training requirements that govern planning commissioners per the *Tennessee Code Annotated*. The staff indicated that each commissioner is required to have at least four (4) hours of training per calendar year and that the topics that would qualify are outlined in the state law governing this requirement. Chairman Holladay requests that all planning commission members acquire a Certificate of Training for the required four (4) hours of training.

APPROVAL OF MINUTES

*Commissioner Myers moved to approve the August 15, 2013, minutes as submitted.
Commissioner St. Clair seconded the motion and the motion passed 7-0-1 with Alderman Honken abstaining because he was absent.*

AGENDA ITEMS

DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR ACCESS TO EVANS ROAD FOR PARCEL 003, TAX MAP 152 (Gary Forrester, Applicant)

Staff recommended approval of the proposed access that would line up with the most well defined access on the north side of Evans Road.

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Commissioner Myers moved to approve the access as recommended by staff. Commissioner St. Clair seconded the motion and the motion passed 8-0.

Staff recommended approval of the variance needed from the 200 foot distance requirement between driveways on a collector street per the Driveways and Other Accessways Ordinance.

Commissioner Honken moved to approve the variance as recommended by staff. Commissioner Myers seconded the motion and the motion passed 8-0.

DISCUSSION AND PUBLIC HEARING ON A PLAT OF CORRECTION FOR THE COTTAGES AT PRYSE FARM, LOTS 81R, 82R1, 83 & 84, TO CHANGE THE PLATTED BUILDING ENVELOPE, ZONED R-1 AND OSMR (Robert G. Campbell and Associates, Applicant)

Staff recommended approval subject to obtaining the appropriate signatures.

Commissioner Honken moved to approve the plat subject to staff's recommendation. Commissioner Brun seconded the motion and the motion passed 8-0.

DISCUSSION AND PUBLIC HEARING ON A FINAL PLAT FOR THE N. CAMPBELL STATION ROAD RIGHT OF WAY RESULTING FROM THE TDOT RELATED IMPROVEMENTS TO N. CAMPBELL STATION ROAD (Town of Farragut, Applicant)

Staff recommended approval subject to obtaining the appropriate signatures.

Commissioner Whiting moved to approve the plat subject to staff's recommendation. Commissioner Myers seconded the motion and the motion passed 8-0.

DISCUSSION AND PUBLIC HEARING ON THE ANNUAL REVIEW AND APPROVAL OF THE CONCEPT PLAN FOR THE VILLAS AT ANCHOR PARK SUBDIVISION LOCATED ON THE NORTH SIDE OF TURKEY CREEK ROAD ACROSS FROM ANCHOR PARK, 30.2 ACRES, 92 UNITS, ZONED R-4 AND R-1

Staff recommended approval subject to the following items:

- 1) Changing the pedestrian connection to Finch Road from a sidewalk to a walking trail; and
- 2) Omitting Note #'s 23 and 26 on Sheet C-3.

Commissioner St. Clair moved to approve the concept plan subject to staff's recommendation. Commissioner Myers seconded the motion and the motion passed 8-0.

DISCUSSION AND PUBLIC HEARING ON A SITE PLAN FOR AN ENTERPRISE RENT-A-CAR FACILITY, 12025 KINGSTON PIKE, 1.19 ACRES, ZONED C-1 (Enterprise Rent-A-Car of Tennessee, LLC, Applicant)

Staff recommended approval subject to the following:

- 1) A plat will be required prior to the issuance of a Certificate of Occupancy for the permanent access easement and the walking trail easement;
- 2) Prior to the issuance of a Certificate of Occupancy, please submit a pdf of the finalized stamped approved site plans;
- 3) Prior to the issuance of a Certificate of Occupancy, please submit a two-year landscape maintenance and walking trail maintenance irrevocable letter of credit based on a dollar amount to be provided by Town staff;
- 4) The “U-Type” end wall near the entrance is a needed improvement. However, it may fit the ditch better if installed parallel to Kingston Pike, with pipe exiting the end wall on a minor angle;
- 5) A verification from a qualified professional will be required that the retaining wall has been constructed per the approved design;
- 6) It is likely TDOT will request a 2 foot paved shoulder adjacent to the deceleration lane. Regardless, the full depth of asphalt should be extended to the full width of the deceleration lane (up to 12 feet in width). The Typical appears to show this width being somewhat less than 12 feet;
- 7) Please submit an irrevocable letter of credit for erosion control for \$7800. This is required prior to the issuance of a grading permit;
- 8) Please submit a drainage permit fee of \$645;
- 9) Please submit access permit and permit to work on State ROW from TDOT; and
- 10) Please submit NOC.

Commissioner Whiting moved to approve the site plan subject to staff's recommendation.

Commissioner Povlin seconded the motion and the motion passed 7-0-1 with Commissioner Myers abstaining due to his involvement with the project.

DISCUSSION AND PUBLIC HEARING ON AN AMENDMENT TO THE TEXT OF THE FARRAGUT ZONING ORDINANCE, CHAPTER 4., SECTION IV. MEASUREMENT OF SETBACKS, OPEN SPACE, VISIBILITY TRIANGLE, USE OF LOTS AND ACCESS POINTS, TO CLARIFY METHOD OF MEASURING SETBACKS

Staff recommended approval of Resolution PC-13-8 which recommends approval of Ordinance 13-22 to the Board of Mayor and Aldermen.

Commissioner Honken moved to approve Resolution PC-13-8. Commissioner St. Clair seconded the motion and the motion passed 8-0.

DISCUSSION AND PUBLIC HEARING ON AN AMENDMENT TO THE TEXT OF THE FARRAGUT ZONING ORDINANCE, CHAPTER 3, TO ALLOW ACCESSORY STRUCTURE APARTMENTS WITHIN SINGLE-FAMILY RESIDENTIALLY ZONED NEIGHBORHOODS

Gary Palmer introduced this item and reviewed a draft Accessory Dwelling Unit (ADU) ordinance. Bob Markli and Matt Varney were present and discussed their desire for the Town to consider providing for ADU's in the zoning ordinance. A general discussion ensued and it was agreed that this matter would be discussed further at subsequent planning commission meetings. Planning commissioners were asked to submit any comments that may have or receive to the Town staff. No action was taken on the draft ordinance.

PUBLIC HEARING ON PROPOSED LOCATIONS FOR NEW UTILITIES

None at this time

ADJOURNMENT

The meeting adjourned at 9:30 p.m.

A handwritten signature in dark ink, appearing to read 'Edwin K. Whiting', is written over a horizontal line.

Edwin K. Whiting, Secretary