



**MINUTES
FARRAGUT MUNICIPAL PLANNING COMMISSION**

August 17, 2017

MEMBERS PRESENT

Rita Holladay, Chairman
Ed St. Clair, Vice-Chairman
Ed Whiting, Secretary
Louise Povlin, Alderman
Noah Myers
Betty Dick
Drew Carson
Jack Coker, Youth Representative

MEMBERS ABSENT

Ralph McGill, Mayor
Rose Ann Kile

Staff Representatives: Mark Shipley, Community Development Director
Bart Hose, Assistant Community Development Director
Gary Palmer, Assistant Town Administrator
David Smoak, Town Administrator
Sue Stuhl, Parks and Leisure Services Director
David Sparks, Assistant Town Engineer

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

1. CITIZEN FORUM

Chairman Holladay announced that the Strategic Plan Update will have two community meetings, the first on Monday, August 28, at 3 pm and the second on Tuesday, August 29, at 6 pm. They will be held in the Community Room.

2. APPROVAL OF AGENDA

A motion was made by Commissioner St. Clair to approve the agenda as presented. The motion was seconded by Commissioner Povlin and the motion passed unanimously.

3. APPROVAL OF MINUTES

A motion was made by Commissioner Myers to approve the July 20, 2017 minutes. The motion was seconded by Commissioner St. Clair and the motion passed with Commissioner Povlin abstaining due to being absent.

4. ELECTION OF OFFICERS

A motion was made by Commissioner St. Clair to nominate Rita Holladay as the Chairman. The motion was seconded by Commissioner Myers and the motion passed unanimously with the exception of Chairman Holladay abstaining. A motion was made by Commissioner Whiting

to nominate Ed St. Clair as Vice-Chairman. The motion was seconded by Commissioner Povlin and the motion passed unanimously with the exception of Commissioner St. Clair abstaining. A motion was made by Commissioner Myers to nominate Commissioner Whiting as Secretary. The motion was seconded by Commissioner St. Clair and the motion passed unanimously with the exception of Commissioner Whiting abstaining.

5. APPROVAL OF FMPC BY-LAWS

Staff recommended approval.

A motion was made by Commissioner Whiting to approve the by-laws with an amendment being made to provide for the Commission to consider on an annual basis the appointment of the non-voting youth member. This term would no longer be restricted to one year but rather considered each year at the annual meeting of the Commission. The motion was seconded by Commissioner Povlin and the motion passed unanimously.

APPOINTMENT OF NON-VOTING YOUTH MEMBER

Staff recommended approval.

A motion was made by Commissioner Myers to appoint Jack Coker as the non-voting youth member of the Planning Commission. The motion was seconded by Commissioner Dick and the motion passed unanimously.

6. DISCUSSION AND PUBLIC HEARING ON A PRELIMINARY PLAT FOR THE CHANTILLY ACRES SUBDIVISION, PARCELS 18.01 AND 18.02, TAX MAP 162, 4.46 ACRES, 7 LOTS, ZONED R-2, (Randy Sparks, Applicant)

The staff recommended approval of the preliminary plat subject to the following conditions being addressed as verified in writing by the Town staff:

- 1) Please revise the plat legend to ensure that it is consistent with the symbols and information actually shown on the plat;
- 2) Please correct the side-setback information to identify the full requirement, 30' total / 10' minimum on any side;
- 3) Please summarize the lots and verify that the required amount of open-space is provided;
- 4) Please provide an erosion control letter of credit and drainage permit fee per dollar amounts that will be provided by the Town Engineer

Staff also noted that the following items would be required prior to final plat consideration:

- 1) All required covenants must be approved by the Town Attorney before the Town can sign off on the final plat;
- 2) The final plat will need to reflect easements that correspond to the as-constructed detention basin, shared access drive (including the removal of existing driveway), and the walking trail/access.

A motion was made by Commissioner Povlin to approve the preliminary plat subject to the staffs' recommendation. The motion was seconded by Commissioner Myers and the motion passed unanimously.

7. DISCUSSION AND PUBLIC HEARING ON A PRELIMINARY PLAT FOR PHASE 3 OF THE BRIDGEMORE SUBDIVISION, 20.81 ACRES, 29 LOTS, ZONED R-1/OSR (Fulghum, MacIndoe, and Associates, Inc., Placemakers No. 2 Partnership, Applicant)

The staff recommended approval of the preliminary plat subject to the following issues or conditions being addressed as verified in writing by the Town staff:

- 1) The plans will need to demonstrate that the proposed street lights will comply with the Town's residential street lighting requirements;
- 2) KGIS topographic information indicates there may be several small closed contour depressions that do not appear on the plat. The Town's sinkhole ordinance would apply to these depressions unless they are determined not to be sink holes. This may affect certain improvements proposed in this phase (see original planning staff review comments 5 and 8A);
- 3) The tree preservation plan identifies two large (24"DBH) oak trees at the western end of the project phase. These trees need to be assessed with the Town staff to ensure that appropriate measures are in place to provide protection. The depicted tree protection fencing area appears to be too small to protect trees of this size. A certified arborist evaluation and recommendation may be required and certain aspects of the preliminary plat may need to be modified to ensure that these two trees will be saved;
- 4) Please note that storm drain pipes and headwalls located outside the roadway prism will not be maintained by the Town of Farragut, but will be maintained by the property owners;
- 5) Please coordinate the overall stormwater system maintenance plan with Town staff;
- 6) Detectable warning area at crosswalks should be yellow, not gray or black;
- 7) Please submit NOC;
- 8) Please submit Erosion Control LOC for \$86,400.
- 9) Please submit Drainage Fee of \$870.

It should also be noted that a revised concept plan for the entire development has been submitted and will be presented to the Planning Commission at its September meeting. The revised plan is related to the elimination of the land located on the east side of McFee Road, and its associated open-space from the overall development. This concept plan will also need to address the comprehensive walking trail network that is required within the development.

A motion was made by Commissioner St. Clair to approve the preliminary plat subject to the staffs' recommendation. The motion was seconded by Commissioner Povlin and the motion passed unanimously.

8. DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR A SITE PLAN AMENDMENT INVOLVING MODIFICATIONS TO BUILDING ELEVATIONS ASSOCIATED WITH THE FARRAGUT GATEWAY PROJECT (FORMER LOCATION OF SILVER SPOON) AT 103 S. CAMPBELL STATION ROAD, 2.2 ACRES, ZONED C-1 (First Farragut Development, LLC., Applicant)

The staff noted that based on the rendering provided it appeared that the north elevation would need some visual enhancements to break up this windowless elevation. Ellen Devoe spoke as the project architect and reviewed what was being proposed on this north elevation.

A motion was made by Commissioner Povlin to approve the site plan amendment proposed by the applicant. The motion was seconded by Commissioner Myers and the motion passed unanimously.

9. DISCUSSION AND PUBLIC HEARING ON SITE PLAN REVISIONS FOR THE OVERLOOK AT CAMPBELL STATION APARTMENTS, PARCELS 108 AND 109,

**TAX MAP 130, ZONED R-6/OSMFR, 820 N. CAMPBELL STATION ROAD,
31.94ACRES (GBS Engineering, Applicant)**

The staff noted that the remaining comments were as follows:

Please coordinate Comments 1-4 with the Town's Fire Marshal as these comments were only partially addressed. Those comments include:

- 1) Please provide a remote emergency access road, in accordance with IFC D106, to provide a secondary access for emergency purposes. Provide any specific data on the grass paver design or confirm that it will support the required 30,000 pound per axle loading. Additionally, the secondary access must provide adequate turning radius to negotiate any turns into the complex. Additional gate specifications and locking arrangements should be provided if applicable;
- 2) Please provide a note on sheet C7.0 and C7.1 that "ALL residential (R2) buildings will be protected with an NFPA 13 Fire Sprinkler System."
- 3) Please note that several sheets, including C7.0 and C7.1, contain too many layers of information which make determining details difficult, if not impossible. Please turn non-pertinent layers off or provide separate sheets so that details may be confirmed;
- 4) Please incorporate the fire flow analysis summary data, as noted in the Cannon& Cannon document, into sheets C7.0 and C7.1. Additionally, please provide the existing fire hydrant flow data points used to complete the analysis on the drawings of record;
- 5) Please ensure that all information presented on the revised site plan sheets is easy to review and clear. Many of the site plan sheets contain too much information and it is very difficult to conduct a proper review;
- 6) Please provide written approval from First Utility District (FUD) of Knox County. FUD must stamp and approve all applicable plan sheets;
- 7) Should the Planning Commission approve the new water line and sanitary sewer extensions shown on this latest submittal, it must be demonstrated on the plans and in the field that no existing mature vegetation in the required buffer strip areas will be removed or adversely affected. Mature vegetation would include any trees that are at least 10 inches in DBH;
- 8) The permanent open space will have to be memorialized as such in a manner that runs with the land. A plat will be needed which will likely reference a covenant or permanent open space easement or lot that is recorded and that describes the open space land areas and that they are to be left undisturbed in perpetuity. The exact approach to address this will need to be reviewed in consultation with the Town staff and Town attorney;
- 9) The staff and Planning Commission will need to assess whether iconic design features, such as well-defined entries or tower elements, have been incorporated into the design of the development, at least as viewed from a highly visible location (this would be reflected in a building design feature(s), visible from N. Campbell Station Road, that creates a unique and inviting visual element for this development);
- 10) All requirements in the current Architectural Design Standards shall be met;
- 11) A new landscape plan that reflects whatever site plan is ultimately approved by the Planning Commission must be approved prior to the issuance of a grading permit;
- 12) Building F is within 100 feet of property zoned residential and cannot exceed 3 stories or 45 feet. The plans still do not address whether Building F is in compliance;
- 13) Please include the aquatic buffer note on the cover sheet;
- 14) Please verify that the areas where grading is shown within required buffers does not have any existing tree cover (this is also related to Comment #7);

- 15) Please ensure that ALL external lighting fixtures and their locations are shown on the lighting plans and match what is shown on the plans. This will be assessed on the larger sized sheets that will be required for final submittal;
- 16) Please submit irrevocable letter of credit for erosion control for \$95,000; and
- 17) Please submit Drainage Fee of \$8,130.

After a long discussion, a motion was made by Commissioner Povlin to approve the site plan revisions for The Overlook at Campbell Station Apartments subject to the staffs' remaining comments and the final proposed building elevations and materials being brought back to the Planning Commission for consideration at a future meeting. The motion was seconded by Commissioner Myers and the motion passed unanimously.

10. DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR A RECOMMENDATION TO THE BOARD OF MAYOR AND ALDERMEN CONCERNING TRAFFIC CALMING APPLICATIONS ON THORNTON DRIVE IN THE THORNTON HEIGHTS SUBDIVISION

The staff recommended approval.

A motion was made by Commissioner St. Clair to approve traffic calming applications to be installed in the Thornton Heights Subdivision subject to the staffs' recommendation. The motion was seconded by Commissioner Myers and the motion passed unanimously.

11. DISCUSSION ON THE UPDATED MASTER PLAN FOR MCFEE PARK

The staff recommended approval.

A motion was made by Commissioner St. Clair to approve updating the Master Plan for McFee Park subject to the staffs' recommendation. The motion was seconded by Commissioner Carson and the motion passed unanimously.

12. DISCUSSION ON UPDATES TO THE SINKHOLE ORDINANCE

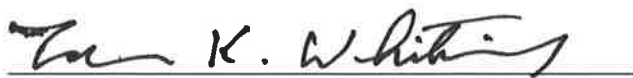
For discussion purposes only.

13. DISCUSSION ON PLANNING COMMISSION INITIATIVES RELATED TO THE COMPREHENSIVE LAND USE PLAN UPDATE

For discussion purposes only.

ADJOURNMENT

The meeting adjourned at 10:15 p.m.


Edwin K. Whiting, Secretary