



**MINUTES
FARRAGUT MUNICIPAL PLANNING COMMISSION**

November 21, 2019

MEMBERS PRESENT

Rita Holladay, Chairman
Ed St. Clair, Vice-Chairman
Ron Williams, Mayor
Louise Povlin
Scott Russ
Betty Dick
Jon Greene
Noah Myers
Melanie Cionfolo, Youth Representative

MEMBERS ABSENT

Rose Ann Kile

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

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

1. Citizen Forum

Two residents spoke regarding Pecos Road and its planned connection to the Ivey Farm Subdivision being developed on the property immediately to the east. Chairman Holladay complimented the Town on the holiday decorations at Founders Park.

2. Approval of agenda

Staff noted that Agenda Items 7 and 10 had been withdrawn and recommended that they be removed from the agenda.

A motion was made by Commissioner St. Clair to follow staffs' recommendation. Motion was seconded by Commissioner Povlin and motion passed unanimously.

3. Approval of minutes – October 17, 2019

Staff recommended approval.

A motion was made by Commissioner Povlin to follow staffs' recommendation. Motion was seconded by Commissioner Myers and motion passed unanimously.

4. Discussion and public hearing on a request for a residential driveway access onto Boyd Station Road for the property at 1024 McFee Road (Lisa and Robert Gibson, Applicant)

Staff recommended approval subject to the request also being approved by the Board of Mayor and Alderman and the applicant obtaining a right of way permit from the Town. The applicant is responsible for installing any necessary storm sewer and for paving (at a minimum) the right of way portion of the driveway.

A motion was made by Commissioner Povlin to follow staffs' recommendation. Motion was seconded by Mayor Williams and motion passed unanimously.

5. Discussion and public hearing on a request for a residential driveway access onto Everett Road for a proposed dwelling unit at 750 Everett Road (Jill Bagga, Applicant)

Staff recommended approval subject to the request also being approved by the Board of Mayor and Alderman and the applicant obtaining a right of way permit from the Town. The applicant is responsible for installing any necessary storm sewer and for paving (at a minimum) the right of way portion of the driveway.

A motion was made by Commissioner St. Clair to follow staffs' recommendation. Motion was seconded by Commissioner Myers and motion passed unanimously.

6. Discussion and public hearing on a final plat for the Mary E. Smith property, Parcel 79, Tax Map 142, 17.82 Acres, 2 Lots, Zoned R-2 (LeMay and Associates, Applicant)

Staff noted that the applicant has requested a variance from the Subdivision Regulations to not construct a pedestrian facility along the Boring Road frontage due to the minor nature of the subdivision and the amount of frontage along which the pedestrian facility would be constructed. Staff recommended approval of the variance for the reasons noted by the applicant but explained that this would only apply to the subdivision being requested at this time.

A motion was made by Commissioner Povlin to follow staffs' recommendation. Motion was seconded by Mayor Williams and motion passed unanimously.

Staff recommended approval of the plat subject to the following comments being satisfactorily addressed as verified in writing by the Town staff:

- 1) Please correct Note #'s 3, 8, and 9 as they each have incorrect or non-applicable information;
- 2) Please ensure that the symbols in the legend are legible; and
- 3) Please add a plat note that any new access for Lot 2 will be required to line up with the access into Baldwin Park.

Planning commissioners discussed the provision of pedestrian facilities should Lot 1 be further subdivided. Commissioners Myers moved to approve the plat with the staffs' subjects to's and with the addition of a plat note being added to indicate that further subdivision of Lot 1 may require pedestrian facilities to be constructed along the Boring Road frontage. Commissioner St. Clair seconded the motion and the motion passed unanimously.

7. Discussion and public hearing on an amendment to the walking trail easement associated with the preliminary plat for the Campbell Crossing Subdivision, 1107 N. Campbell Station Road, 10.17 Acres, 22 Lots (LeMay and Associates, Applicant)

This item was withdrawn at the request of the applicant.

8. Discussion and public hearing on a preliminary plat for Grigsby Park, Phase I, Parcel 96 and a portion of Parcel 96.01, Tax Map 142, 4.636 Acres, 17 units, Zoned R-4 and FPD (Grigsby Park, LLC, Applicant)

Staff reviewed this item and noted that the remaining comments were as follows (staff noted that most of these were administrative but an updated streetscape and tree preservation plan was lacking in the resubmittal – these missing plan sheets could result in some relatively minor changes to the design):

- 1) Please add a dimension from proposed street curb to the nearest portion of the proposed building envelope;
- 2) Please add a dimension for the proposed right of way for Grigsby Park Drive;
- 3) Please add the Floodplain District (FPD) overlay to the listed zoning for the property;
- 4) An arborist review will be required for trees that could be saved with the implementation to certain measures recommended by the arborist. This includes the 60-inch oak tree shown to be removed near the proposed Lot 13;
- 5) How is the existing catch basin at Grigsby Chapel Road being addressed in relation to this project?
- 6) The Streetscape Plan and the Tree Preservation Removal Plan have not been updated to address previous staff comments and/or modifications that have been made to the design based on input provided during the staff/developer meeting;
- 7) Please clarify Note #2 to indicate that the front building setback shall be at least 20 feet from the back of curb. Please add a dimension for all driveway lengths to either the back of curb or sidewalk as applicable. This will need to demonstrate that at least 19 feet of driveway (the depth of a required parking space) is provided so that vehicles parked on the driveways have enough space to not block the sidewalk;
- 8) Please label the dashed line that depicts the 10-foot drainage and utility easement abutting the right of way;
- 9) Prior to final plat approval for Phase 1 a landscape plan must be prepared and approved for streetscape trees and buffer, detention, and replacement trees;
- 10) As a condition of preliminary plat approval, a completion letter of credit will be required to ensure that the trail damage, damage to the Unitarian Church property, and unapproved tree removal that occurred during the land disturbance activities is addressed. Staff will provide a dollar amount to cover any work that has not been completed to address these items;
- 11) Please coordinate with the Fire Marshal as to whether a temporary turn around is needed at the end of this phase;
- 12) Why is the sanitary sewer easement shown on the Utility Sheet not coordinated with the easement width called for in the other plat notes?
- 13) As part of the needed update to the Streetscape Plan, please ensure that tree selection and placement is coordinated with all proposed utilities.

After a discussion a motion was made by Commissioner Povlin to approve the preliminary plat subject to addressing the 13 conditions noted by staff. Motion was seconded by Commissioner St. Clair and motion passed unanimously.

9. Discussion and public hearing on a plat and site plan for parking lot and infrastructure improvements at 11242 Kingston Pike, .27 Acres (SITE, Incorporated, Applicant)

Staff noted that three separate actions would be needed in relation to this agenda item. First, staff noted that a variance is requested from the Subdivision Regulations to lessen the right of way width on the northern access from 50 to 40 feet. Staff recommended approval of the variance due to the minor nature of this plat.

A motion was made by Commissioner Povlin to follow the staffs' recommendation. Motion was seconded by Commissioner St. Clair and motion passed unanimously.

Staff then recommended approval of the site plan as submitted for the parking lot and associated work and improvements.

A motion was made by Commissioner St. Clair to follow staffs' recommendation. Motion was seconded by Commissioner Russ and motion passed unanimously.

And, staff recommended approval of the final plat subject to the following comment being satisfactorily addressed as verified in writing by the Town staff:

- 1) A note is needed on the plat that Lot 8R2 is too small for a building.

A motion was made by Commissioner Povlin to follow staffs' recommendation. Motion was seconded by Mayor Williams and motion passed unanimously.

10. Discussion and public hearing on a resolution affirming that the reuse of the property at 817 Virtue Road for residential purposes is in keeping with the CLUP
Withdrawn.

11. Approval of utilities
None.

The meeting was adjourned at 8:25.



Rose Ann Kile, Secretary