



**MINUTES
FARRAGUT MUNICIPAL PLANNING COMMISSION**

July 21, 2016

MEMBERS PRESENT

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

MEMBERS ABSENT

Rose Ann Kile

Staff Representatives: Mark Shipley, Community Development Director

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

CITIZEN FORUM

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

A motion was made by Commissioner St. Clair to approve the June 16, 2016 minutes with a correction being made to Page 4 to reflect final action taken on the CLUP amendment for a portion of Parcel 69, Tax Map 142. The motion was seconded by Commissioner Whiting and the motion passed unanimously with the exception of Commissioners Dick and Brun abstaining because they were absent.

ELECTION OF OFFICERS

A motion was made by Commissioner Whiting 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 Dick 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.

APPROVAL OF FMPC BY-LAWS

Staff recommended approval.

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

AGENDA ITEMS

DISCUSSION AND PUBLIC HEARING ON A FINAL PLAT FOR SHEFFIELD SUBDIVISION - UNIT III, LOCATED OFF OF TURKEY CREEK ROAD, PARCEL 52.04, TAX MAP 152, ZONED R-1/OSR, 50 LOTS, 27.36 ACRES (David B. Fiser, Applicant)

Related to Comment #8 and with the understanding that Lot 60 may need to be incorporated into Lot 59, the staff recommended approval subject to the following items being satisfactorily addressed as verified in writing by the Town staff:

1. A landscape completion/maintenance letter of credit for \$11,500 will be needed prior to the staff signing off on the final plat;
2. Please complete all required public improvements;
3. Please continue to provide stabilization per the Town's specifications;
4. Plat Note #3 is incorrect. Why is Plat Note #11 worded as it is? On Plat Note #12 do you not want to remove the words "10 feet unless shown otherwise?" Note #14 is incorrect and must be modified;
5. Please show the walking trail (as constructed) and easement to Black Powder Drive;
6. Please revisit the lot and building coverage calculations on all plat sheets. The total number of houselots used in the calculation differs from the preliminary plat and what is listed in the Area Calculations tables. Please just make sure that whatever numbers are used are accurate;

7. The Area Calculations table lists 49 rather than 48 houselots. This conflicts with the plat and Plat Note #3. Please revise;
8. A determination from TDEC has yet to be submitted to the Town staff as it relates to Lot 59. What is needed is their determination as to whether there is a sinkhole on Lot 59. If there is, then the lip elevation must be identified per their assessment and, in accordance with the Town's Sinkhole Ordinance, there would be a 50 foot building setback from the lip elevation. This could significantly affect Lot 60, potentially making it unbuildable;
9. Would it be desired to center the drainage easement equally between the side property lines of Lots 71 and 72?
10. Please show the traffic calming area on the plat similar to what was shown on the recorded plat for Phase I of Sheffield;
11. As a reminder, the street lighting must comply with the Town's residential street lighting requirements;
12. Please provide any necessary amendments to the covenants prior to the issuance of a building permit;
13. Are property owners being made aware of the FUD stamp that is being added to plats? Do they understand what this stamp means for their property? The staff would request that each homebuyer be made aware of what this stamp means in relation to the use of their property;
14. Complete all items on staff's punchlist, including stabilization. Given the current hot weather, staff is open to the idea of allowing the recording of this plat, with the understanding that building permits will be withheld if significant progress on stabilization does not continue. This will allow building to commence on certain lots under contract, but please understand that the entire disturbed area must be stabilized by early fall;
15. Please provide a completion LOC for sidewalks in the amount of \$100,000; and
16. Please provide a maintenance LOC for roadways, sidewalks, walking trail, and drainage and detention in the amount of \$57,000.

A motion was made by Commissioner Myers to approve the plat subject to the conditions noted by staff. The motion was seconded by Commissioner St. Clair and the motion passed unanimously.

DISCUSSION AND PUBLIC HEARING ON A RESUBDIVISION OF LOTS 50, 51 AND 61 OF THE BATTERY AT BERKELEY PARK, LOCATED AT THE WESTERN SIDE OF COTTON BLOSSOM ROAD, PARCELS 50, 51 AND 61, TAX MAP 142A, GROUP D, ZONED R-1/OSR, 3 LOTS, 1.366 ACRES (Benchmark Associates, Inc., Applicant)

Staff recommended approval.

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

DISCUSSION AND PUBLIC HEARING ON A SITE PLAN FOR AUTUMN CARE III ASSISTED LIVING, PARCEL 117, TAX MAP 142, ZONED S-1, LOCATED AT 400 HERRON ROAD, 4.68 ACRES (Autumn Care III, LLC/Peter Falk, Applicant)

Staff noted that separate action would be needed on the access and the site plan since the proposed access onto Herron Road would need a variance from the distance between driveways and distance from intersection provisions in the Driveways and Other Accessways Ordinance.

With regards to the proposed access onto Herron Road, a minimum of 200 feet between driveways and from intersections is required since Herron Road is a collector street. In accordance with the Traffic Impact Study submitted for this project, the proposed access would be 110 feet from the stop bar on Herron Road near the intersection with N. Campbell Station Road. A motion was made by Commissioner Myers to approve a variance to the Driveways and Other Accessways Ordinance of approximately 90 feet and in accordance with the recommendation of the Traffic Impact Study. The motion was seconded by Alderman Povlin and the motion passed unanimously.

The Commission then considered the site plan and, after a long discussion, a motion was made by Alderman Povlin to approve the site plan subject to the remaining comments being satisfactorily addressed as verified in writing by the Town staff.

- 1) Please provide fire hydrant flow data for fire hydrant located on Herron Rd. Please leave data for hydrant on Campbell Station on the drawings;
- 2) Please provide required fire flow requirements, as determined by Appendix B & C of the 2012 IFC on Sheet C-3;
- 3) Please include design criteria, relating to the minimum 30,000lb per axel loading, for the fire apparatus turn around area;
- 4) Staff is concerned that a vehicle may not be able to make the turn from the entrance roadway into the area under the portico;
- 5) Prior to the issuance of a Certificate of Occupancy a plat will be required which establishes the walking trail, access easement to the property to the north (Reeves property), any other new easements, and which plats the required right of way and the right of way needed for the Herron Road deceleration lane;
- 6) Please verify with FUD as to what can be constructed within their sanitary sewer easement. Please ensure that no building or covered area encroaches into a platted utility easement;
- 7) Please remove the outlet structure from the aquatic buffer;
- 8) Please confirm that there will not be any finished slopes steeper than 2.5:1;
- 9) All parking lot islands (including terminal islands) must be (throughout their entire depth) at least 5 feet in width as measured from back of curb to back of curb;
- 10) Sheet 2 refers to an address along the access drive into the property. This is probably not correct;
- 11) In terms of the transition area, the Planning Commission will need to specifically authorize the dog park and the grass paver turnaround area as being permitted in accordance with the S-1 Zoning District;
- 12) Please verify and demonstrate on the plans that the proposed access to Herron Road is per the TIS recommendation. The TIS recommends that the access off Herron Road be 110 feet from the stop bar. It needs to be verified with the TIS traffic engineer that where the access is shown is compliant with the recommendation;
- 13) A variance to the Driveways and Other Accessways Ordinance will be needed for the access onto Herron Road. This will be voted on separately as part of the site plan review;

- 14) Please verify that all of the mechanical units for the project are in the eastern corner of the building. Any units that may otherwise be visible from an adjacent property or right of way must be screened by the building they are serving. Landscaping cannot be used solely to fulfill this requirement;
- 15) In terms of the site lighting, it must be specified that the lantern lights (Fixture F) and the bollard lights (Fixture B) will either have their light source hidden in the fixture itself or the lens will be frosted. The maximum lumens permitted are 950 per fixture. The flood lights may be required shields. Please verify the lumens for each of these fixtures;
- 16) Please consider using more decorative, residential style, fixtures instead of the more commercial shoe box style fixtures;
- 17) Please include a cross section of the pole lighting to verify compliance with the maximum height permitted. It appears that these will be 20 feet in height. Please show that measurement on a cross section from ground level to the top of the light fixture;
- 18) The placement of the walking trail needs further evaluation with the staff. The bridge and walking trail will need to be reviewed and action taken at a separate Planning Commission meeting since there is not enough information completed at this time;
- 19) Please include on the landscape plan and grading/drainage plan a cross section for the bioswales and how they are to be constructed;
- 20) Prior to the issuance of a Certificate of Occupancy a 2-year landscape maintenance letter of credit will be needed;
- 21) Please note that the front building setback is 20 rather than 25 feet;
- 22) Please add an interior landscape island along the row of parking on the north side of the building where there are more than 15 parking spaces in a row;
- 23) Please provide a 5 foot sidewalk connection from the parking lot to the sidewalk along Herron Road. A sidewalk connection is also needed from the facility to the dog park. Where the access ways are crossed, please show compliant cross walks and include a detail with the plans;
- 24) Prior to the issuance of a grading permit the water and sewer plan must be signed off by FUD;
- 25) Prior to the issuance of a Certificate of Occupancy a digital as-built will be required in a JPEG format;
- 26) Please show and give distances for all existing driveways in the vicinity of this project to the proposed access for the facility;
- 27) Please provide a short narrative summarizing detention performance, including pre-developed and post-developed outfall rates;
- 28) Please check elevations on details for overflow riser and detention basin;
- 29) Please submit Erosion Control Letter of Credit in the amount of \$21,000;
- 30) Please submit Drainage Fee of \$1575; and
- 31) Please submit copy of NOC.

The motion was seconded by Commissioner Myers and the motion passed unanimously.

DISCUSSION AND PUBLIC HEARING ON TEXT AMENDMENTS TO THE FARRAGUT ZONING ORDINANCE, CHAPTER 3., SECTION IX., ATTACHED SINGLE-FAMILY RESIDENTIAL DISTRICT (R-4), SUBSECTION D.1.B., TO AMEND THE FRONT YARD SETBACK PROVISIONS WHEN PARKING GARAGES ARE REAR LOADED (Benchmark Associates, Inc., Applicant)

The staff reviewed this item and noted that Resolution PC-16-16 recommends approval of Ordinance 16-20.

A motion was made by Commissioner Myers to approve Resolution PC-16-16 which recommends approval of Ordinance 16-20. The motion was seconded by Alderman Povlin and the motion passed unanimously.

DISCUSSION OF INTERSECTION IMPROVEMENTS AT US-11/70 (KINGSTON PIKE) AND WATT ROAD

Town Engineer, Darryl Smith, presented this item to allow for public discussion and input. Smith stated that staff supports the project as presented, and no opposition was voiced by the public or FMPC.

PUBLIC HEARING ON PROPOSED LOCATIONS FOR NEW UTILITIES

None at this time.

ADJOURNMENT

The meeting adjourned at 8:47 p.m.


Edwin K. Whiting, Secretary