



**MINUTES  
FARRAGUT MUNICIPAL PLANNING COMMISSION**

**May 16, 2019**

**MEMBERS PRESENT**

Rita Holladay, Chairman  
Ed St. Clair, Vice-Chairman  
Ed Whiting, Secretary  
Ron Williams, Mayor  
Louise Povlin, Alderman  
Noah Myers  
Betty Dick  
Rose Ann Kile  
Jon Greene

**MEMBERS ABSENT**

Nick LiMandri

**Staff Representatives:** Mark Shipley, Community Development Director  
Bart Hose, Assistant Community Development Director  
Trevor Hobbs, Assistant to the Town Administrator  
Darryl Smith, Town Engineer  
Matt Brazille, Assistant Town Engineer

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

**1. Citizen Forum**

Staff reminded everyone to please read the Public Comment Protocol on the back of the agendas for anyone that may wish to make comments at the meeting.

**2. Approval of agenda**

*Motion was made by Commissioner Povlin to approve the agenda as listed. Motion was seconded by Mayor Williams and motion passed unanimously.*

**3. Approval of minutes – April 18, 2019**

*Commissioner Kile noted a correction to a typo on Page 3. Staff indicated that this would be corrected. A motion was then made by Mayor Williams to approve the minutes as corrected. Motion was seconded by Commissioner Povlin and motion passed unanimously.*

**4. Discussion and public hearing on a final plat for the resubdivision of Lot 1R1 and part of Lot 3R1, Parcels 069 and 069.01, Tax Map 142 (Kingston Pike and Farragut Commons Boulevard), 5.79 Acres, Zoned O-1 and C-1 (SITE, Inc., Annette Hommel, Applicant)**

Staff recommended approval subject to the following comments being address as verified in writing by the Town staff:

- 1) It is staffs' understanding that the owner of Farragut Senior Living and the Villages wishes to place a sign for the Villages on lot 1RR1 as proposed. Please be advised that the lot will need to be formally combined with the larger Villages site to avoid an off-site sign condition;
- 2) The open space areas shown do not meet the minimum 10% standard for the proposed lots. Please revise the plat to document open space compliance;
- 3) Please locate all zoning district boundary lines on the proposed lots;
- 4) The 20' foot sidewalk easement shown along Kingston Pike on lot 1RR2 does not fully correspond to the location of the sidewalk as shown on the plat. Please revise;
- 5) Please include the remaining acreage of any affected lots/parcels (i.e. parcel 069);
- 6) Please note that the owners will need to provide all necessary letters-of-credit guaranteeing planned improvements and their maintenance;
- 7) The surveyor will need to sign and date his seal;
- 8) Please explain the 5'x5' sign easement located on lot 1RR2? The sign appears to be on the same lot as the business. In addition, the Town does not allow for off premise signs, so it could not be used for a sign for another business;
- 9) Plat indicates walking trail easement is 12' wide, adjacent to right of way. Typically, these easements are measured at 10' from center of new walking trails;
- 10) Please verify that all curb ramps on this new right of way are ADA compliant;
- 11) Please submit detention basin location, volume and capacity verification;
- 12) Please submit irrevocable letter of credit for completion of roadway surface for \$25,000; and
- 13) Please submit two- year irrevocable letter of credit for maintenance of roadway, greenway and drainage facilities for \$33,000.

*Motion was made by Commissioner St. Clair to approve the plat subject to the staffs' recommendation. Motion was seconded by Commissioner Kile and motion passed unanimously.*

**5. Discussion and public hearing on fiber installations along the west side of S. Campbell Station Road from Kingston Pike to Municipal Center Drive and along the south side of Municipal Center Drive to Park Place Boulevard (TDS Telecom, Applicant)**

Staff recommended approval subject to the following comments being address as verified in writing by the Town staff:

- 1) Please install using boring. No open trenching;
- 2) Please bore to the side of any sidewalks;
- 3) Please obtain a right of way permit from the Town. Please coordinate erosion control measures with the Town staff;
- 4) Please restore any affected areas to their pre-construction condition and ensure that all affected areas are completely stabilized;
- 5) Please ensure that proper traffic control measures are in place and affected entities are notified; and

- 6) Please provide an as-built of the fiber line placement to the Town once the project is complete.

*Motion was made by Commissioner Myers to approve the plat subject to the staffs' recommendation. Motion was seconded by Commissioner Kile and motion passed unanimously.*

**6. Discussion and public hearing on preliminary road design plans for improvements to Union Road (Town of Farragut, Applicant)**

Staff reviewed this item and recommended approval.

*After a long discussion, a motion was made by Commissioner Povlin to approve the preliminary road design plans for improvements to Union Road with the frontage of the Trout property having a reduced grass strip width of 3 feet. A portion of the Dean property frontage may also have a 3-foot grass strip width where constrained by physical features such as a spring and the creek. Motion was seconded by Commissioner St. Clair and motion passed unanimously.*

**7. Discussion and public hearing on the FY20-24 CIP (Town of Farragut, Applicant)**

Staff reviewed this item and recommended approval.

*Motion was made by Commissioner Povlin to recommend approval of the FY20-24 CIP with Phase 2 of the Virtue Road improvements being moved out one year. Motion was seconded by Commissioner St. Clair and motion passed unanimously.*

**8. Discussion and public hearing on proposed amendments to the Farragut Zoning Ordinance related to short term rentals (Town of Farragut, Applicant)**

Staff recommended approval of Resolution PC-19-05 which recommends approval of Ordinance 19-20.

*Motion was made by Commissioner St. Clair to approve Resolution PC-19-05. Motion was seconded by Mayor Williams and motion passed unanimously.*

**9. Discussion and public hearing on amending the maximum lot coverage formula as applied in the R-1/OSR Zoning District (Town of Farragut, Applicant)**

Staff recommended approval of Resolution PC-19-06 which recommends approval of Ordinance 19-21.

*Motion was made by Commissioner Myers to approve Resolution PC-19-06. Motion was seconded by Commissioner Kile and motion passed unanimously.*

**10. Appointment of sign ordinance update representative**

*Motion made by Chairman Holladay to nominate Betty Dick as the Planning Commission representative on the sign ordinance update committee. Motion was seconded by Commissioner Povlin and motion passed unanimously.*

**11. Approval of utilities**

None.

**FMPC Minutes**  
**May 16, 2019**  
**Page 4**

The meeting adjourned at 10:37 p.m.

A handwritten signature in black ink, appearing to read "Edwin K. Whiting", written over a horizontal line.

Edwin K. Whiting, Secretary