



**MINUTES
FARRAGUT MUNICIPAL PLANNING COMMISSION**

June 21, 2018

MEMBERS PRESENT

Rita Holladay, Chairman
Ed St. Clair, Vice-Chairman
Ed Whiting, Secretary
Louise Povlin, Alderman
Betty Dick
Rose Ann Kile
Jack Coker, Youth Representative

MEMBERS ABSENT

Noah Myers

Staff Representatives: Bart Hose, Assistant Community Development Director

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

1. CITIZEN FORUM

Chairman Holladay noted that it was Jack Coker's last meeting on the commission's youth representative. She complimented him on his service and noted he would be a hard act to follow. The commission was unanimous in their praise of Jack.

2. APPROVAL OF AGENDA

A motion was made by Commissioner Povlin to approve the agenda but to add as Agenda Item 3(b), Appointment of Youth Representative. The motion was seconded by Commissioner St. Clair and the motion passed unanimously.

3. APPROVAL OF MINUTES

A motion was made by Commissioner Povlin to approve the May 17, 2018 minutes with the correction noting that she had recused herself from Item #7. The motion was seconded by Commissioner Kile and the motion passed unanimously with the exception of Commissioner Whiting who abstained because he was absent.

3(b). APPOINTMENT OF YOUTH REPRESENTATIVE

Commissioners discussed this item but wanted to hear from the applicants at the next meeting before taking any action. A motion was made by Povlin to defer action until the Commission could hear from the applicant's. The motion was seconded by St. Clair and the motion passed unanimously.

4. DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR APPROVAL OF A RESUBDIVISION PLAT FOR THE KNOX VALLEY DENTAL, 11852 KINGSTON PIKE, 1.37 ACRES, ZONED O-1 (Dhiren A. Zaveri, Applicant)

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

- 1) Please either remove or identify the rectangle area on the northwest portion of the property;
- 2) Please show where the open space is proposed to satisfy the 10% requirement. If not proposed, a variance will need to be requested from this requirement in the Subdivision Regulations. Staff would support such a variance due to the minor nature of the subdivision and the limited land area involved; and
- 3) Please add as an additional purpose of this plat that the drainage easement is being removed as well.

Staff noted applicants were requesting a variance from the 10% open space requirement.

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

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

5. DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR APPROVAL OF A RESUBDIVISION PLAT FOR WATT ROAD INVESTMENTS, LLC, PARCELS 78.03, 81, 82, 95, 95.01, 96, AND 97, TAX MAP 151, 18.59 ACRES, ZONED PCD (Beginning Point Land Surveying, LLC, Applicant)

The staffs' comments on this plat were as follows:

- 1) This plat is an initial plat to separate the parent tract for the proposed PCD development at S. Watt Road and Kingston Pike into two parcels for financing purposes. No requirements of the PCD Zoning District shall be compromised as a result of this plat. The Easement and Maintenance Agreement between the owners of each proposed parcel must be reviewed and approved by the Town Attorney and then referenced on the plat in terms of where the agreement is recorded; and
- 2) A plat will be required prior to the issuance of any Certificates of Occupancy to ensure that the "as-constructed" conditions are compliant with the Easement and Maintenance Agreement and all aspects of the PCD Zoning District.

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

6. DISCUSSION ON A REQUEST TO REZONE PARCELS 84, 84.01, AND 87, TAX MAP 130 AT THE EASTERN INTERSECTION OF N. CAMPBELL STATION ROAD AND FRETZ ROAD, 10.23 ACRES, FROM R-1 TO R-1/OSR (Fred Long Construction Concepts, Applicant)

For discussion purposes only.

7. DISCUSSION ON A REQUEST TO REZONE PARCEL 93.01, TAX MAP 130 OFF N. CAMPBELL STATION ROAD, 7.6 ACRES, FROM R-2 TO R-4 (Site Incorporated, Applicant)

For discussion purposes only.

8. **DISCUSSION AND PUBLIC HEARING ON A PRELIMINARY PLAT FOR THE BRASS LANTERN SUBDIVISION, PARCEL 012, TAX MAP 162, 801 MCFEE ROAD, 22 ACRES, 30 LOTS, ZONED R-1/OSR (pending) (Homestead Land Holdings, LLC, Applicant)**

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

- 1) The rezoning must be finalized;
- 2) Please finalize the concept plan (see comments 4 and 5 below);
- 3) Please include the crosswalk for the pedestrian refuge island on the streetscape plan and provide a detail on the plans;
- 4) Please widen the pedestrian refuge/traffic calming island per the concept plan approval;
- 5) The 15% slopes are not shaded or patterned on the plan or in the legend;
- 6) Please clarify which specimen trees are to be saved vs. removed;
- 7) Please show the approximate drip line of trees to be saved;
- 8) Please show specimen trees as required in the Tree Protection Ordinance; and
- 9) Certain trees along the buffer strip and open space that interface with the limits of disturbance will need to be evaluated with Town staff and potentially a certified arborist. No disturbance (other than the walking trail connections) is permitted within wooded portions of the 25-foot buffer area. Grading within non-wooded buffer strip areas shall not exceed 4:1.

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

9. **DISCUSSION AND PUBLIC HEARING ON A PRELIMINARY PLAT FOR PHASE I OF THE BROOKMERE SUBDIVISION OFF VIRTUE ROAD, PARCELS 22 AND 44, TAX MAPS 152 AND 152F, 87.70 ACRES, 90 LOTS, ZONED R-1/OSR (pending) (Lose and Associates, Inc.)**

Staff noted that a variance will be needed for a request to lower the design speed on selected portions of roadways. This is a variance from the design speed for vertical curves provided for in Article III. A.9. of the Subdivision Regulations. The applicant is requesting the lower design speed mainly for traffic calming purposes. Specifically, the variances included the following:

- 1) Lower the design speed at the intersection to 25 mph. Sag K=26, Crest K=12; and
- 2) Lower the design speed in the following locations to 25 mph.
 - a) From station 4+50 to 6+00 on Needlegrass.
 - b) The entirety of Kendall Hunt to 25 mph with station 3+00 to 5+50 to 20 mph.
 - c) The entirety of Justice Valley to 25.

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

Staff recommended approval of the preliminary plat for Phase I of the Brookmere Subdivision subject to the following comments being satisfactorily addressed as verified in writing by the Town staff:

- 1) It is our understanding that the proposed FEMA CLOMR/LOMR application and study materials are being updated to include the proposed pedestrian bridge crossing. Please include both the existing and the new CLOMR/LOMR proposed boundaries and cross section elevations (Floodway, 100 yr., & 500 yr.) on the plan as soon as they become available. Please also clearly label all boundaries on both sides of the creek. All Planned improvements, including fill, will need to demonstrate NFIP compliance now and in the future. Any work undertaken prior to the CLOMR/LOMR being finalized is at the developer's risk;
- 2) Please relocate the required walking trail outside of the floodway (pre-and post CLOMR/LOMR). Please also note that the trail and bridge will have to comply with all applicable Town and FEMA flood damage prevention requirements.;
- 3) Please add a note stating that the walking trail tie-in locations to the Town's proposed trail along Phase I Virtue Road improvement project and to the south will be coordinated with Town Staff;
- 4) Grading cannot encroach into any tree covered open space and/or within wooded portions of the 25-foot buffer strip. Grading within non-wooded buffer strip areas shall not exceed 4:1. Please amend the grading plan and limit of disturbance (LOD) accordingly;
- 5) Please add a note to the plat indicating that the permitted LOD and tree protection measures will be evaluated on a case by case basis with Town staff where a protected tree's drip line extends beyond the 25-foot buffer strip;
- 6) Please identify and label all areas where the proposed "smart fence" silt fencing will be utilized to identify tree protection areas (in place of standard tree protection fencing);
- 7) Please work with Town staff to further clarify the tree credit and replacement summary information and table;
- 8) It was noted at the staff/developer meeting that Homestead Land Holdings had acquired lot 23 in Kingsgate Subdivision. Please update the owner references on all applicable plat sheets accordingly;
- 9) Please remove the "typical emergency vehicle access / walking trail connector cross section" detail from the site details sheet. This proposed access has not yet been approved and is not a part of this phase of the development;
- 10) The landscape plan will need to be reviewed by the VRRB under separate application;
- 11) Please provide a JPEG of this plan and of the as built once construction is complete;
- 12) You may wish to address how 5G service or small cell support structures may be provided in the subdivision in the near future. The infrastructure should be considered early in the development process;
- 13) On the note regarding long-term maintenance of stormwater control measures it might be better to reference the owner rather than Homestead since the HOA will ultimately be responsible in the long-term;
- 14) The designers are requesting variance to the subdivision regulations to allow lower vertical design speeds at certain locations. While staff does not take particular issue with a lowered design speed at stop conditions (intersections) and to some extent sag vertical curves, we disagree that limiting sight distance on crest vertical curves will provide a safer roadway corridor. Why is variance requested at sta. 4+50 to sta. 6+00 on Needlegrass? Why not lengthen the sag to at least 30 mph? Why should the entirety of Kendall Hunt be 25 mph, including sta. 3+00 to 5+50 to 20 mph? Staff understands the desire to present homesites at a certain elevation in relation to the roadway. However, the home elevations should not dictate roadway design;

- 15) Grading sheets include note stating “All slopes to be 2.5:1 or flatter.” However, some locations are still shown to be 2:1 (see rear of lots 33 and 36, among others). EPSC sheets should reflect same revisions as grading sheets;
- 16) Stormwater runoff is piped from the ROW along property lines in many locations (rather than providing swales). While this is acceptable, note should be made on the final plat that maintenance of drainage pipes and structures located outside the roadway prism (and on private property) are the responsibility of the property owners. All pipes should be RCP;
- 17) The separated one-way “boulevard” street pair (Boyd Chase Boulevard) is a novel approach. Please include “Do Not Enter” (and perhaps “One Way”) signage per the MUTCD to avoid wrong turns by motorists;
- 18) Show details for pedestrian bridge;
- 19) Please show proposed contours on the greenway (on grading sheets), including any necessary ditches and drainage pipes. The crossing appears to be located on this development’s property, at the northern edge of Fox Den’s pump station. Final plat should provide easement for the greenway’s eventual extension by the Town;
- 20) Please show pavement markings and signage for mid-block greenway crossing. If possible, it might be reasonable to show intended clubhouse entrance to better define how crossing should be designed;
- 21) Please include layouts for gas, electric, telephone and cable;
- 22) Please submit NOC; and
- 23) Please submit Drainage Fee of \$2700.

A motion was made by Commissioner St. Clair to approve the plat subject to staffs’ recommendation with the exception of omitting Item #14 since this was addressed as part of the previous action. The motion was seconded by Commissioner Povlin and the motion passed unanimously.

10. DISCUSSION AND PUBLIC HEARING ON A SITE PLAN FOR GRIGSBY CHAPEL OFFICES, 11416 GRIGSBY CHAPEL ROAD, 8.68 ACRES, ZONED O-1-3, OS-P, AND FPD (G&G Grigsby Chapel Partnership, Applicant)

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

- 1) The notes on several plan sheets are printed very light, please darken;
- 2) Please add as a note to the plans for clarification purposes concerning the parking and access easements and what, if any, effect the ground lease may have in this regard;
- 3) Please include dimensions for all code critical items on the layout plan sheet (e.g. landscape island widths – a number were still missing dimensions);
- 4) Please include the proposed electrical transformer locations and locations for relocated conduits. This is needed particularly for landscaping purposes;
- 5) The additional surface parking and travel lanes in excess of ten percent above the minimum number required shall be constructed in permeable pavers. A porous strip on the end of some parking spaces is not sufficient. Please correct;
- 6) The site grading still extends beyond the area needed for this project. Tree removal should be limited to this phase only since future phases may never occur or may occur many years in the future. Please revise;
- 7) Please verify compliance with the Town’s requirements for flood fringe fill;

- 8) Please note the MFE and FFE on the building proposed on both the grading and layout sheets. The Town's freeboard is 4 feet;
- 9) No grading or disturbance is permitted within wooded portions of the required 25-foot buffer strip. There still appears to be some grading in wooded buffer strip areas. Grading within non-wooded buffer strip areas shall not exceed 4:1;
- 10) Please ensure that the depth of new parking spaces and their abutting landscape islands is 19 feet. The aisle width should be 24-25 feet rather than 28-30;
- 11) Please re-visit the sidewalk tie in just north of the northernmost proposed parking spaces. There could be conflicts with pedestrians and incoming vehicles. A greater separation is needed for safety purposes;
- 12) A two (2) year maintenance letter of credit will be required to ensure that the relocated walking trail is properly constructed and maintained;
- 13) Plan sheet C-1 is unstamped. Please have the appropriate professional stamp it;
- 14) Please note that when this goes to the Planning Commission you will need to bring a color and materials board;
- 15) Please check intensity in Storm Sewer Tabulation in drainage calculations. Calculations show that approximately 1.28 acres drains through pipe B3-B2, with a total flow rate of 12.61 cfs. How is this high flow rate accepted in a normal curb inlet grate?
- 16) Please submit an irrevocable letter of credit for erosion control for \$15,000;
- 17) Drainage Fee of \$960 is needed; and
- 18) Please submit NOC.

A discussion ensued with the staff noting that an additional comment should be added as Comment #19 stating that "the relocated greenway will require the developer to replat the existing easement on the property. The replat will also trigger a requirement for some additional right of way dedication along Grigsby Chapel Road." Also, in response to Comment #11, the applicant indicated that they would be removing three of the proposed parking spaces closest to Grigsby Chapel Road and extend the proposed sidewalk connection accordingly. The applicant also agreed to limit grading in order to save a 30-inch tree in response to Comment #6.

A motion was made by Commissioner Povlin to approve the site plan subject to the staffs' recommendation and the addition of Comment #19 and with Comment #11 being amended to reflect the action proposed by the applicant. The motion was seconded by Commissioner Kile and the motion passed unanimously.

11. DISCUSSION AND PUBLIC HEARING ON A REQUEST FOR APPROVAL OF A SITE PLAN FOR PHASE II OF THE LITTLE TURKEY CREEK COMMONS RETAIL SHOPS, 12500-12584 KINGSTON PIKE, 11.84 ACRES, ZONED C-1 AND FPD (Robert Shagan, Applicant)

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

- 1) Since a second building will create more traffic internally please consider adding some stop signs to control cross access traffic flow particularly where there could be conflicts near the access off Kingston Pike;
- 2) Please bring a materials and color board to the Planning Commission meeting on June 21;

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- 3) A landscape completion letter of credit or escrow deposit must be provided prior to the issuance of a building permit to cover replacement landscaping and landscaping that will be added around the new building(s). The dollar amount will be calculated by Town staff; and
- 4) Since no modifications are proposed in relation to the materials on the existing building, staff recommends that the two new buildings comply with the existing requirements in the Town of Farragut Architectural Design Standards. This includes a minimum of 75% masonry on the net façade area of both new buildings.

A discussion ensued over the masonry percentages. A motion was made by Commissioner Kile to approve the site plan subject to Comments 1, 3, and 4 being addressed and Comment 2 pending approval upon presentation to the Town staff of the actual masonry material. The motion was seconded by Commissioner St. Clair and the motion passed unanimously with the exception of Commissioner Povlin that recused herself.

12. APPROVAL OF UTILITIES

None

ADJOURNMENT

The meeting adjourned at 10:40 p.m.



Edwin K. Whiting, Secretary