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WORK SESSION (WITH PC & TPUDC)  
FEBRUARY 10, 2026  
5:00 PM

### MINUTES

#### 1. Call To Order

Call to order at 5:17PM.

#### 2. New Business

##### A. Discussion

##### Zone Fairview -- Final Draft of Development Code

\*\*\*Overview presentation by Bill Wright and Anna Blevins with TPUDC (Town Planning and Urban Design Collaborative)\*\*\*

Mr. Bill Wright with TPUDC provided an overview of the proposed development code and explained its organization and purpose. The document is structured into nine articles covering general provisions, zoning map, zoning districts, building/lot standards, development site standards, supplemental development standards, sign regulations, administrative/procedural requirements, and definitions.

The code emphasizes character-based development and placemaking, converting existing conventional zoning districts into simplified "Character Districts (CD)" and introducing mixed-use districts. It updates and expands permitted uses in a tabular format, adds new private frontage standards, building types, and updated development site standards for larger-scale projects.

The sign regulations have been significantly updated and simplified. The code retains historic and floodplain overlay districts, environmental and operational performance standards, and includes resource protection and management requirements.

The new code eliminates PUDs and PODs, replacing them with character districts that include clearer regulatory standards. It also establishes two types of development plan approvals: plot development plans (approved administratively by the zoning administrator/city planner) and site development plans (approved by the Planning Commission).

##### Article 1: General

The General Article, was described as a "housekeeping" section that covers essential ordinance provisions. It includes the statement of intent, explains how the zoning ordinance relates to other city regulations, and outlines rules for nonconforming uses, buildings, and lots, allowing them to remain as-is even if they do not meet the new code requirements.

The article also addresses transitional provisions for applications submitted prior to adoption of the new code, clarifying whether they will follow the old or new regulations. It includes vested property rights language consistent with Tennessee state law, as well as provisions for performance guarantees such as bonds for required improvements like road construction.

#### Article 2: Zoning Map

Mr. Wright reviewed the Zoning Map article, noting it is short but important because it officially incorporates the zoning map into the development code. The article includes provisions for maintaining the map and allows special requirements to be noted directly on the zoning map, such as modified standards for specific areas (example: varying height limits on a certain street or block).

Several special requirements are listed that were selected as the most useful for Fairview, with the option to add others through a zoning code amendment if needed. The article also includes requirements for certain large development sites to contain a mix of zoning districts to prevent one-dimensional developments, such as entirely multifamily projects.

Additionally, the article addresses newly annexed properties, stating they would default into the CD2 (rural) character district.

#### Article 3: Zoning Districts and Overlay Districts

Ms. Anna Blevins with TPUDC explained that Article 3 establishes the zoning districts (Character Districts) and includes a summary table (Table 3.5) describing each district, ranging from the most rural/natural areas to the most urban-style development in Fairview.

CD1 (Natural District) was described as land intended for no development, preserved in a wilderness condition due to environmental limitations. No areas were identified for this district on the current zoning map, but it could be used in future developments.

CD2 (Rural District) is the default district for newly annexed properties and replaces former AR15A and AR5A zoning. It is intended for large lots, agriculture, and low-density single-family development.

CD2W (Woodland District) is unique to Fairview and was created to preserve wooded lots that contribute to the city's character. It generally aligns with portions of the former RS-40 and RS-20 districts.

CD3L (Neighborhood Large Lot) represents suburban-style development with larger lots, deeper setbacks, and typically curbs, with development patterns such as cul-de-sacs.

CD3 (Neighborhood) includes smaller single-family lots with narrower setbacks, homes closer to the street, sidewalks, curbs, and sometimes alleys to reduce front-facing garages. This generally replaces RS-15 and RS-10.

CD4 (Neighborhood Center) introduces mixed-use development, including commercial, office, civic, and higher-density residential options, while still maintaining Fairview's character. This district features shallow setbacks, walkability, street trees, and smaller blocks.

CD4C (Corridor District) applies primarily to highway corridors such as Fairview Boulevard/Hwy 100 and focuses on improving big-box and commercial areas through infill development to reduce large expanses of visible parking and enhance walkability.

The article also includes special districts for light and heavy industrial uses, combining former IR and IG into light industrial, with heavy industrial reserved as a future option.

A new Civic District (CDCV) was added to support civic gathering spaces such as parks and schools, including areas like Bowie Park.

Finally, Article 3 includes the Historic/Landmark Overlay District and the Floodplain Overlay District, which was largely carried forward from the existing ordinance with formatting improvements for clarity.

#### Article 4: Building, Lot and Building Site Standards

Article 4 was described as the largest and most important section of the development code and serves as the "heart" of the document. Its goal is to be user-friendly and provide clear standards for development. The article introduces key concepts, including the distinction between a lot (subdivided property) and a building site (not subdivided, but still regulated similarly for setbacks and width).

The article contains detailed multi-page district standards tables that act as quick reference guides for developers. Major topics include block occupation standards such as lot width and front build-out percentages, which support

walkability and character-based development. It also requires most lots to front a thoroughfare, but allows some flexibility for frontage along pedestrian paths or water features.

The "layer" concept is used to regulate placement of features on a site by dividing it into front, middle, and rear areas, guiding where items like loading areas, HVAC units, pools, and off-street parking may be located.

Article 4 also includes building standards addressing height, entrances, facade design, glazing requirements, materials, roof types, and architectural articulation requirements for large buildings. It introduces private frontage types and building types, with standards and permitted districts outlined in tables.

Uses are regulated through an updated use table with categories including permitted uses, conditional uses requiring Board of Zoning Appeals approval, and uses permitted with limited standards.

Buffer standards were explained, including lot buffers and project buffers, particularly for higher-impact districts such as corridor commercial and industrial uses. Parking standards include minimum requirements and a cap to prevent excessive parking, along with shared parking provisions and formulas.

The article also includes design requirements for drive-through facilities, generally requiring them to be located toward the rear of properties. Finally, a scenic street buffer concept was introduced to preserve Fairview's rural character along designated roadways, modeled after similar standards used in Franklin.

#### Article 5: Development Parcel Standards

Article 5 applies only to development sites and includes additional standards that generally impact larger-scale projects. It was clarified that a development site is defined as 10 acres or more, and may also include sites that involve a new or modified thoroughfare/internal drive, or any site subject to a rezoning request.

The article includes standards for thoroughfare design, including thoroughfare types and assemblies based on how rural or urban a district is. It also includes requirements for mixing building types and uses in CD4 and CD4C to avoid "monoculture" development (such as all apartments or all commercial).

Key provisions include block perimeter standards, intended to ensure blocks remain walkable and not excessively large. The article also addresses bike lane types, density standards, and civic space requirements, which require certain larger projects to dedicate 5% of the site to parks, greens, or other civic spaces.

The concept of pedestrian sheds was explained as a ¼-mile (5-minute walk) radius around a common destination, with a corridor pedestrian shed applying linearly along major roads. The speaker also clarified the difference between private frontage (area between the building and front lot line) and public frontage (area between the front lot line and curb, including sidewalks and planting strips).

#### Article 6: Supplemental Standards

Mr. Wright explained that the Supplemental Standards section includes development requirements that apply citywide, regardless of zoning district. These standards address items such as streetscape repairs (requiring developers to repair damaged public frontage), fire safety, traffic circulation and traffic impact, underground utilities, and the preservation of natural and historic features.

Additional provisions include tree protection, resource protection and management, erosion control, and operational performance standards. Most of these requirements were carried forward from the city's existing regulations, as they are general development standards rather than character-based zoning provisions.

#### Article 7: Signs

Article 7 covers sign regulations and begins with a menu of permitted sign types in Fairview. Sign types are designed to be context-sensitive, with some allowed in all districts and others limited to mixed-use and commercial districts. Each sign type includes a description and standards such as size, number allowed per lot, materials, projection, and placement.

The article also addresses lighting requirements, prohibited sign types, illumination and brightness standards, and other general sign restrictions. The overall intent is to prevent excessive signage and ensure signs support a walkable, pedestrian-oriented environment, rather than large highway or interstate-style signage, while also contributing to community character.

#### Article 8: Administration, Procedure, and Enforcement

Article 8 covers administration, procedures, and enforcement of the development code. The code is administered by the Zoning Administrator/Planning Director and outlines the roles and decision-making authority of the Board of Commissioners, Planning Commission, Board of Zoning Appeals (BOZA), Historic Zoning Committee, and a Plan Review Committee made up of city staff from relevant departments.

This article also provides detailed procedures for submitting and reviewing development applications, explaining how proposals move through the approval process. A key feature included is a flow chart that summarizes the review process and helps simplify a large amount of procedural text. The flow chart functions as a decision tree to determine whether a project is a plot development plan or a site development plan, identifies the approving body, and explains steps for approval or disapproval.

#### Article 9: Definitions

The final article is the Definitions section. Mr. Wright explained that many of the city's existing definitions were retained, but additional definitions were added as needed to support the new character-based development approach. These new terms help clarify language used in the updated code, which focuses more on form and development character rather than traditional use-based zoning.

\*\*\*End of presentation\*\*\*

City Planner Ethan Greer stated at the Planning Commission's January 22nd work session several amendments/recommendations was suggested to include the following eight (8) items:

- 1. Separate the first reading, public hearing, and second reading into three distinct meetings for items requiring multiple readings.
- 2. Add a public participation section, including developer input.
- 3. Allow planned overlay districts for commercial projects larger than 20 acres.
- 4. Establish a limited use standard for automotive uses, requiring gas stations to be at least 3,000 linear feet apart along roadways.
- 5. Remove hilltop and ridge top development regulations entirely.
- 6. Add a limited use standard for decentralized wastewater systems, requiring placement as far as possible from public rights-of-way and adjacent property lines, and remove it as a limited use in CD4C.
- 7. Require a 50-foot buffer for projects adjacent to civic-zoned properties in all character districts CV, with the first 25 feet remaining undisturbed.
- 8. Revise traffic study requirements, limiting them to projects of at least 30 homes or those part of a common plan of development.

Mr. Greer stated these recommendations will accompany the PC Resolution that is up for consideration at tonight's meeting.

Mr. Wright stated his opinion on the following two amendments/recommendations:

- 2. Mr. Wright commented on public participation, noting that while it is always beneficial to involve the public, it is typically separate from the formal regulatory process. In most cases, public input occurs voluntarily through community meetings. Mr. Wright emphasized that public participation is valuable but not generally integrated into the official approval procedures.
- 3. Mr. Wright commented on Planned Overlay Districts (PODs/PUDs) for commercial projects over 20 acres, noting that while these districts were originally intended decades ago to improve development flexibility, they have often become lengthy, subjective, and cumbersome in practice. Mr. Wright emphasized that the new code already includes detailed standards for character, design, and functionality, making a separate planned process largely unnecessary. The planned overlay option is included, but the code is structured to provide comprehensive guidance for creating high-quality development without relying on the older, more subjective planned district approach.

#### Additional discussion:

The discussion focused on large-scale commercial development, emphasizing the balance between operational needs and character-based design. Planned Development (PD/PUD) processes were deemed largely unnecessary under the new code, as it provides clear standards for building placement, internal drives, parking, and buffers, though limited flexibility may be allowed for very large projects. Key points included

maintaining functional parking and drive-through locations (often in front or side of buildings), accommodating large footprints with potential civic or landscaping enhancements, and ensuring safety and accessibility. Examples from other developments demonstrated that big-box and mixed-use projects can meet both design and operational goals. ADA standards dictate handicap parking placement, with developers generally meeting only the minimum required. Overall, the focus is on providing flexibility while maintaining control over design quality, character, and functionality. Discussion also focused on protections for hilltops, ridgelines, and steep slopes within Fairview's development code. Commissioners noted that Fairview's unique topography—steep valleys and ridges—differs from typical rolling hills in Middle Tennessee, making strict elevation-based limits less relevant for current development. The Planning Commission recommended removing hilltop and ridgeline provisions but retaining language allowing case-by-case protections, such as a determination by the city engineer or board during plan review. For steep slopes, the prior standard of 90% undisturbed was discussed, with a proposed compromise to allow 80% of steep slopes to remain undisturbed, balancing buildable area with erosion and runoff concerns. Commissioners emphasized that these measures help preserve rural, hilly areas as the urban growth boundary expands, while stormwater and detention pond requirements are better addressed through the city's stormwater ordinance rather than the zoning code.

### 3. Meeting Adjournment

Work Session adjournment at 7:06PM.



Marisa Howell, Community Services Assistant