

MUNICIPAL PLANNING COMMISSION

February 13, 2018, Regular Meeting @ 7 p.m.

Brandon Butler, Chairman
Daniel Jenkins, V Chairman
Christie Slaughter, 1st Secretary
Mike Anderson, 2nd Secretary
Patti Carroll, Mayor
Derek Burks, Commissioner
Salvatore Cali
Jim Powers
Sheree Qualls

Present: Butler, Jenkins, Slaughter, Anderson, Carroll, Burks, Cali, Powers, Sheree

Absent:

Others Present: City Attorney Tim Potter, City Planner Kristin Costanzo, Codes Clerk Sharon Hall

- Opening Prayer and Pledge

Butler opened meeting at 7:00p.m. led Prayer and pledge

- Approval of Agenda

Carroll made a motion for approval. Slaughter Seconded. Powers asked Costanzo that a couple of people had approached him and wanted to know why Whispering Winds didn't get added to the agenda. Costanzo stated it was discussed at Plan Review that a final plat would have to come back for reapproval because of some changes but it was never submitted in the submittal cycle. We never got copies, was never reviewed and she still doesn't have copies, she reached out to the developer and the surveyor to let them know it would have to be on the next agenda if it's turned in by the 20th. Vote was taken. All were in favor.

- Citizen Comments (*limited to the first five citizens to sign in and three minutes each*)

None

Approval of Minutes: **January 09, 2018 – Regular Meeting**

Carroll made a motion for approval. Jenkins Seconded. All were in favor.

NEW BUSINESS

1. Final Plat, Cumberland Estates Phase Two. 44 Proposed Lots on 12.10 acres. Parcel located at 7424 Cumberland Drive (Tax Map 047, Parcel 66.04). Property zoned R-20 PUD. Property owned by Cumberland Estates, LLC.
Jenkins read City Staff Report, which will become part of these minutes. Exhibit A. Richard Houze was present to represent. Burks made a motion for approval. Jenkins Seconded. All were in favor.
2. Recommendation to the Board of Commissioners on the Rezoning of Property, requested by Susan Greer. Property located at 7506 King Road (Tax Map 069, Parcel 120.00). 5.35 acres. Current zoning district: AR-15A; Proposed zoning district: RS-40.
Mr. & Mrs. Greer present to represent. Jenkins read City Staff Report, which will become part of these minutes. Exhibit A. Powers made a motion for approval. Carroll Seconded. Carroll stated it's basically self-explanatory but right now they already have two homes. Mr. Greer stated yes. Carroll stated so they want to be able to subdivide where they could sell or at least have their own plot with the house. Mr. Greer stated if it becomes necessary, yes. Slaughter asked do both of the homes feed into that same septic tank easement onto the other property or is that just for one of the homes. Mr. Greer stated just one, the other home septic tank is on it's on property. Vote was taken all were in favor.
3. Preliminary Plat, Kenny Taylor Subdivision. Six Proposed Lots on 8.25 acres. Property located at 7312 Taylor Road (Tax Map 042, Parcels 76.00 and 77.08). 8.25 acres. RS-40 Zoning District. Property owned by Kenny Taylor.

Jenkins read City Staff Report which stated according to staff this needs to be deferred until next month. which will become part of these minutes. Exhibit A. Tim Mangrum present to represent. Costanzo stated she reached out to the surveyor who had done the initial plat and there had been comments by the Water Authority, at Plan Review regarding the sewer, according to the surveyor they hadn't received any feed back so they could do the conceptual improvement plan. Butler stated so we haven't received the right plans. Costanzo stated the representative from the Water Authority at the Plan Review meeting indicated he was going to have to do research on the pressure in the area, she doesn't think there has been any follow up. Mangrum stated he would like to clarify one thing, there won't be an engineer drawing for the sewer line extension, it's either going to be a 2" force main extension with 5 individual grinders or a smaller pump station almost the size of a typical household grinder that will accommodate the 5. The Water Authority has told him that it would be simple and its borderline of them doing it in house. They had done one for him that had 3 houses on it, about a year ago and they done it themselves but he said this being 5 he would probably have them do it, they didn't need state approved plans, they would simply approve what they installed. Anderson said did he hear him say it would be just a 2" line. Mangrum stated yes most all the force main is on a 2" line. Anderson asked how much a run that is, distance. Mangrum stated you could run several hundred feet on 2", most of the City that is on a force main is a 2" force main line, they are only extending about 550'. Butler stated sounds like they would need some documents to finalize the sewer, if he could have them to put that on letterhead that says what he just mentioned. Mangrum stated okay. Butler stated they will defer it till next month from recommendation from the staff until we get those documents. Butler asked Mr. Potter does he want them to vote on a deferral. Potter stated needs to be a vote. Burks made a motion to defer. Jenkins Seconded. All were in favor.

4. Recommendation on a Proposed Plan of Services to Accompany Resolution 01-8, a Resolution Calling for a Public Hearing on the Proposed Annexation of Territory into the City of Fairview by Owner Consent (Shannon Crutcher) and Approving a Plan of Services (7116 New Hope Road; Tax Map 018, Parcel 73.00).

Jenkins read City Staff Report, which will become part of these minutes. Exhibit A. Costanzo stated she apologizes that should say February 1, 2018. Shannon Crutcher present to represent. Carroll made a motion for approval. Anderson Seconded. All were in favor.

BONDS/LETTERS OF CREDIT

5. **Whispering Winds – request to set the bond amount.**

Jenkins read the City Staff Report, which will become part of these minutes. Exhibit A. Burks made a motion to defer. Cali Seconded. All were in favor.

6. **Fairview Station – request to reduce bond amounts.**

Jenkins read the City Staff Report, which will become part of these minutes. Exhibit A. Report & Recommendations from City Engineer attached. Exhibit B. No one present to represent, per Costanzo doesn't have to have one present. Anderson made a motion to approve. Burks Seconded. Owen stated just to clarify the applicant had requested if the City would entertain the possibility of combining Phase I & Phase II into a single bond amount. Owen stated that's generally not the standard practice but with this particular development the remaining work to be done on both phases is identical, as far as what the actual activity that needs to take place. The final coat of asphalt, the remainder of the sidewalks that aren't currently in & the street trees, so we offer that to this particular developer, if he chose to pursue that but we also have those broke down into the different phases, if he didn't. Owen stated generally developers don't want to do that because the bond is held until the completion of that phase, if a developer chooses to combine or roll two phases into a single bond then he can't close that bond out until both phases are completely done. Generally, that's not a request we see but, in this scenario, it was applicable so staff felt like that was something suitable that we could work with. Butler stated last

time they were here they had some discrepancy on the street trees but all that is clear, phase I will get the street trees. Vote was taken. All were in favor.

7. Cumberland Estates, Phase I- request to reduce bond amount.

Jenkins read the City Staff Report, which will become part of these minutes. Exhibit A. Recommendation is to reduce bond to \$400,000.00. Burks made a motion for approval. Cali Seconded.

REPORTS FOR DISCUSSION AND INFORMATION

- City Planner – **Wanted to thank everyone coming out for the Workshop and also thank our representatives from Griggs & Maloney.**
- City Engineer – **Thanks the Board, Happy Valentine's Day tomorrow and as always, they appreciate the working relationship they have had with the City of Fairview for the past several years, it has been personally satisfying to work with your guys in a number of different capacities, appreciate that relationship.**
- City Attorney - **Nothing**
- City Manager – **Not present.**

COMMUNICATION FROM THE PLANNING COMMISSION MEMBERS

Slaughter stated welcome to Sherry.

Qualls stated

Carroll stated welcome to Sherry and glad to have her, thanks everyone that came out to the Workshop, this is important for them to do. Especially having such a new Board, making these changes, going along together, knows there is still a lot of gaps and a lot of questions. She was late to the staff review meeting, a meeting that Mr. Collins was having with staff, wanted to share with them the conversations and planning they were doing, we've been missing some key parts just through the process, she is very excited about their conversations, how can we clean this up, how can they make it easier. When it comes to the Planning Commission they're just the rubber stamp, reviewing any variances, request, they know when it gets to them that it meets their standards. They are just that extra set of eyes and that's how it should be, over the years with changes, they have got away from that, everything coming back and making it an easier process for everyone. When they come in they are just doing their job and not having to spend a lot of time rehashing what staff has already done. It is important that they are doing their part and if they do have questions prior and if it's something that's detail Kristen is here, call her, call the staff at any time, so when they get in here as they speak they may have more questions. The citizens are counting on them to get it right, she would suggest to go around to some of the subdivisions that they have done and seeing some of those mess ups that it may help them, because when you just looking at a piece of paper, they may think they need to go a certain way until they see the property, sometimes it makes all the difference. They are here if Ms. Qualls has any questions.

Jenkins state he apologizes for his tardiness, thanks them for their grace and mercy for allowing him to do that. Happy Valentine's Day.

Butler stated welcome Ms. Qualls. Thanks to Mr. Casteen & Mr. Owen looking forward to a lot of future discussion, all he has tonight, ask for a motion to adjourn.

ADJOURNMENT –

Burks made a motion for adjournment. Butler Seconded. All were in favor. Adjourned at 7:32 p.m.

CHAIRPERSON

SECRETARY